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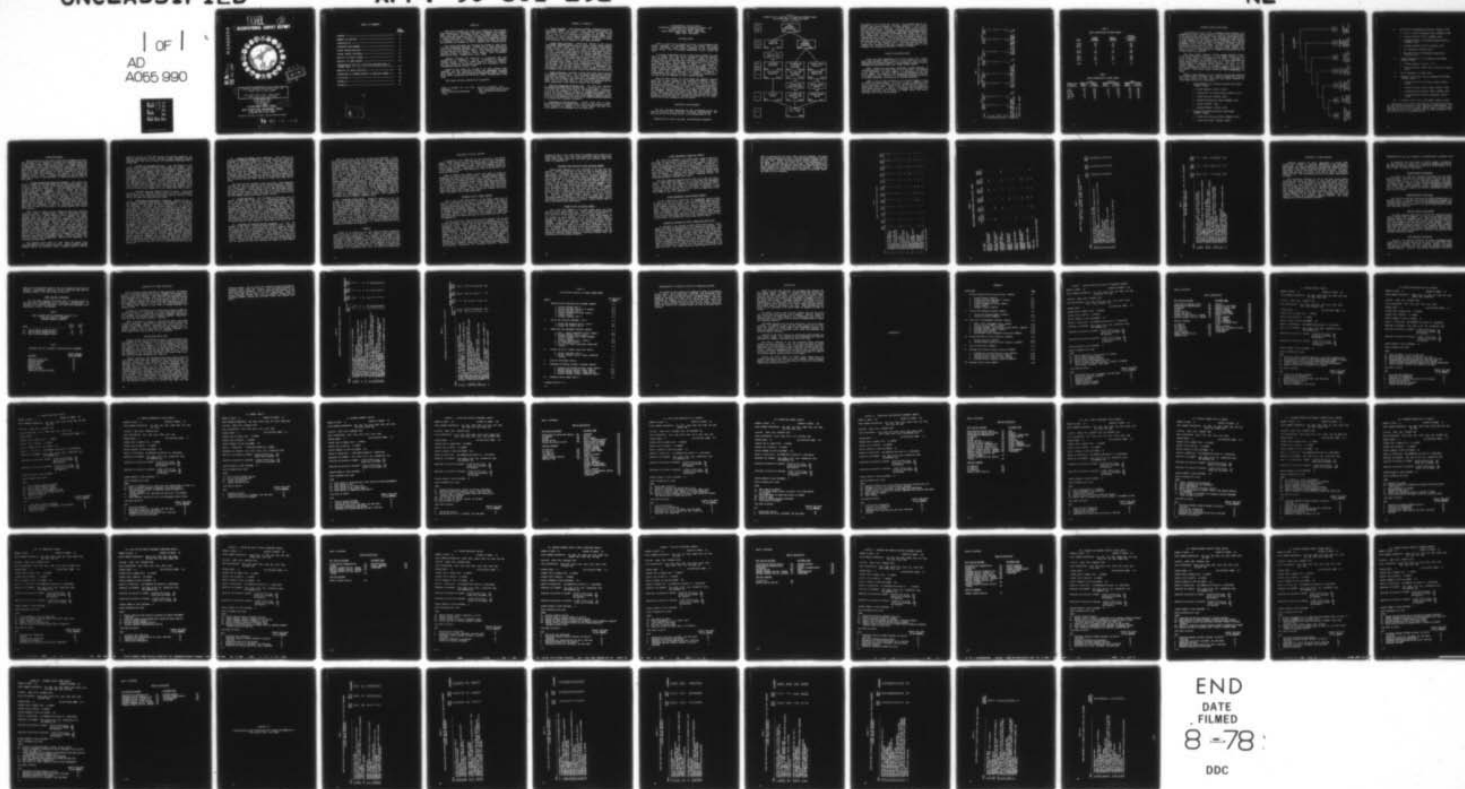
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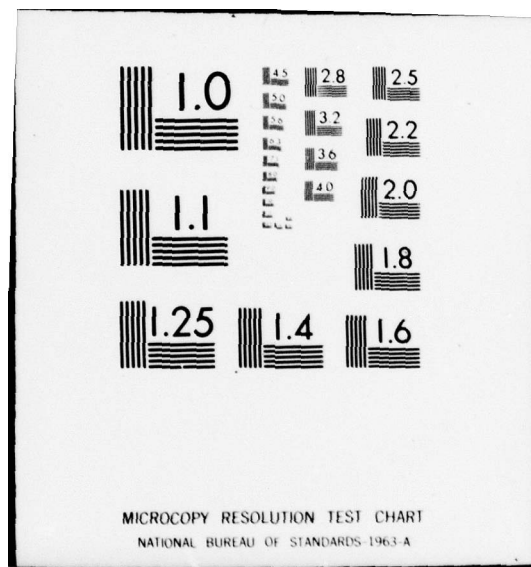
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9 OCCUPATIONAL SURVEY REPORT.



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6 PACKAGING, PASSENGER AND HOUSEHOLD GOODS, AND
FREIGHT TRAFFIC CAREER LADDERS

AFSCs 60134, 60154, 60174, 60230, 60250,
60231, 60251, 60271, and 60291.

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OCCUPATIONAL SURVEY BRANCH
USAF OCCUPATIONAL MEASUREMENT CENTER
LACKLAND AFB TEXAS 78236

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PREFACE

This report presents the results of a detailed Air Force Occupational Survey of the Packaging (AFS 601X4), Passenger and Household Goods (AFS 602X0), and Freight Traffic (AFS 602X1) career ladders. This project was directed by USAF Program Technical Training, Volume 2, dated October 1976. Authority for conducting occupational surveys is contained in AFR 35-2. Computer outputs from which this report was produced are available for use by operating and training officials.

The survey instrument was developed by Captain H. Alan Trask, Inventory Development Specialist. Captain Elena J. Weber analyzed the survey data and wrote the final report. This report has been reviewed and approved by Major Walter F. Kasper, Chief, Airman Career Ladders Analysis Section, Occupational Survey Branch, USAF Occupational Measurement Center, Lackland AFB, Texas, 78236.

Computer programs for analyzing the occupational data were designed by Dr. Raymond E. Christal, Occupational and Manpower Research Division, Air Force Human Resources Laboratory (AFHRL), and were written by the Project Analysis and Programming Branch, Computational Sciences Division, AFHRL.

Copies of this report are available to air staff sections, major commands, and other interested training and management personnel upon request to the USAF Occupational Measurement Center, attention of the Chief, Occupational Survey Branch (OMY), Lackland AFB, Texas 78236.

This report has been reviewed and is approved.

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SUMARY OF RESULTS

1. Survey Coverage: The Packaging (601X4), Passenger and Household Goods (602X0), and Freight Traffic (602X1) job inventory was administered during the period of September 1977 through January 1978. A total of 1,787 individuals were included in the sample. This includes: 61 percent of all assigned personnel holding DAFSC 601X4, 63 percent of those holding DAFSC 60230/50, 68 percent of DAFSC 602X1 personnel, and 43 percent of DAFSC 60291 personnel.

2. Career Ladder Structure: Ninety-four percent of the survey respondents comprised seven major job groups. Career ladder members holding the 601X4, 602X0, and 602X1 AFSCs appeared in distinctively separate groups, which appears to validate the current career ladder structure. One major group consisted mainly of DAFSC 602X1 personnel who were performing tasks related to the loading, unloading, receiving, and planning of freight shipments. The DAFSC 601X4 personnel clustered in another major job group and were performing strictly packaging and crating tasks. The DAFSC 602X0 members, conversely, clustered into three major job groups. One group was performing strictly passenger movement tasks, another group concentrated on quality control and customs tasks, while the third group performed tasks related to passenger movement and personal property functions. A management and supervisory group was also identified which included 5- and 7-skill level members from all three career ladders plus DAFSC 60291 personnel.

3. DAFSC Differences: Personnel holding these three AFSCs perform very different job functions. The only common tasks found in the jobs performed by members of the three AFSCs were general administrative tasks and tasks relating to the maintenance of facilities and work areas. Within each of the three AFSCs, 5- and 7-skill level personnel did not differ substantially on the technical functions they performed.

4. AFR 39-1 Comparison to Survey Data: The AFR 39-1 specialty descriptions generally give a thorough and accurate picture of 5-, 7-, and 9-skill level duties within each of the career ladders. Exceptions to this are the following: 1) exclusion of unloading and loading functions in the DAFSC 60134/54 and 60231/51 specialty descriptions; 2) the omission of equipment operation in the DAFSC 60231/51 specialty description; and 3) the omission of the operation of material handling equipment in the DAFSC 60271 specialty description.

5. Comparison to Previous Survey: Overall, there were no major differences between the results of the current and the previous survey. Tasks performed by members of the various DAFSC and skill level groups appear to have changed very little since 1973.

OCCUPATIONAL SURVEY REPORT
PACKAGING, PASSENGER AND HOUSEHOLD GOODS, AND
FREIGHT TRAFFIC CAREER LADDERS
(AFSCs 60134, 60154, 60174, 60230, 60250, 60231,
60251, 60271, and 60291)

INTRODUCTION

This is a report of an occupational survey of the Packaging (AFS 601X4), Passenger and Household Goods (AFS 602X0), and Freight Traffic (AFS 602X1) career ladders completed by the Occupational Survey Branch, USAF Occupational Measurement Center, during May 1978.

A previous occupational survey of these career ladders was published in October 1973. The survey instrument, USAF Job Inventory AFPT 90-601-096, 90-602-089, and 90-602-090, consisted of 520 tasks grouped under 16 duty sections and a background information section of 33 history variables. The inventory was administered to 1,439 respondents holding AFSCs 601X4, 602X0, or 602X1, or approximately 44 percent of the total personnel assigned within each ladder. This Occupational Survey Report examined skill level job descriptions and differences, background information, CONUS-overseas differences at the 5-skill level, career field structure, and training. In addition, a recommendation was made in the report to redesign the training structure due to the low utilization of initial resident training.

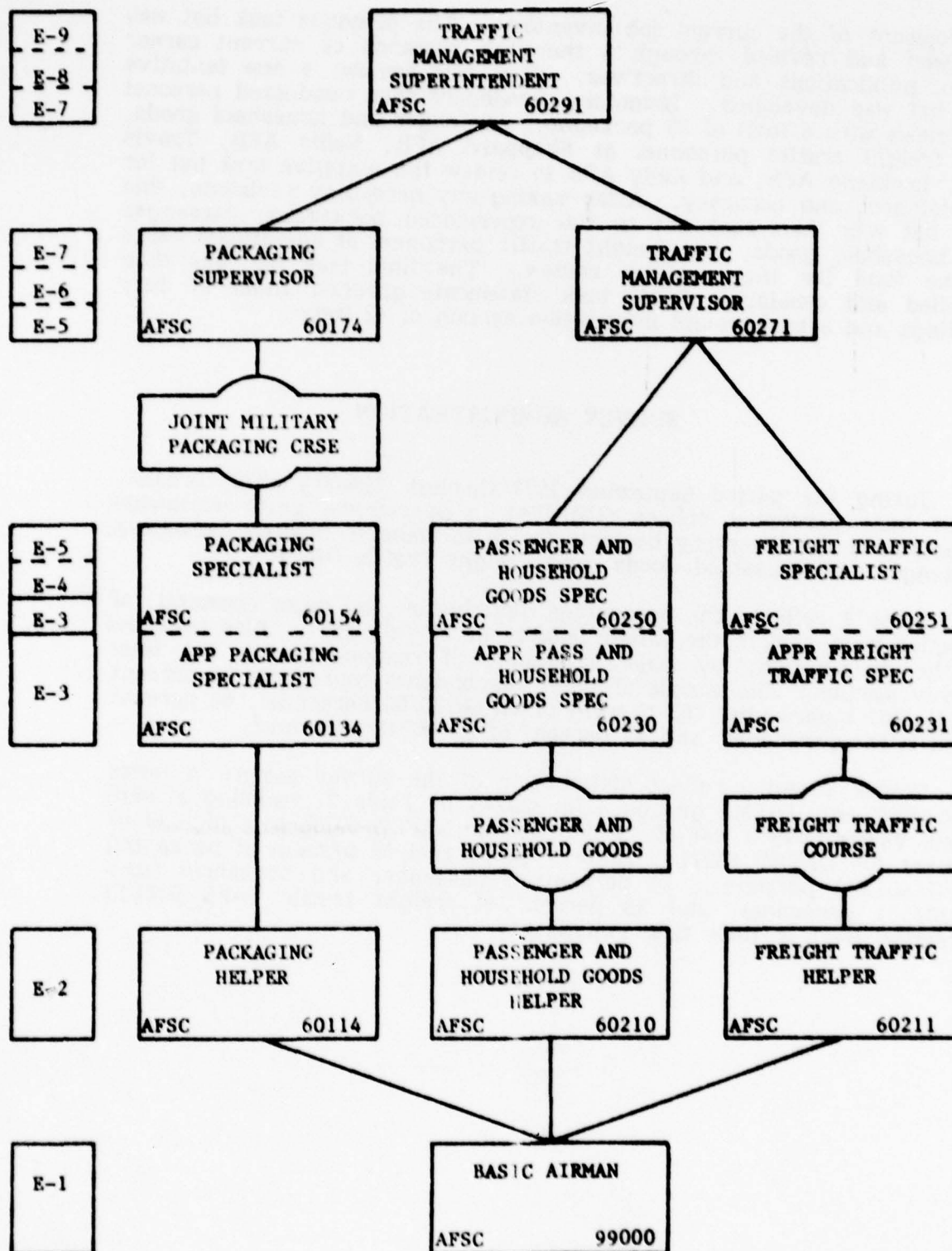
Since the 1973 survey, the career ladder has remained relatively stable with no major changes in the classification structure. Figure 1 shows the current career field chart as given in AFR 39-1, Airmen Classification Regulation. The current project was a routine survey of the career field and addresses four areas: (1) development and administration of the survey instrument; (2) the job structure found within the Packaging, Passenger and Household Goods, and Freight Traffic career ladders and how this relates to skill level and experience level groups; (3) comparisons of the job structure with current career ladder documents such as the AFR 39-1 specialty descriptions; and (4) comparisons of the current findings to the 1973 survey.

INVENTORY DEVELOPMENT

The data collection instrument for this occupational survey was USAF Job Inventory AFPT 90-601-292, 90-602-293, and 90-602-294. The task list from the 1973 study served as the starting point for the

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FIGURE 1
CURRENT AFR 39-1 PACKAGING, PASSENGER AND HOUSEHOLD GOODS,
AND FREIGHT TRAFFIC CAREER FIELD CHART
(AS OF 1 JUNE 1977)



development of the current job inventory. The previous task list was reviewed and revised through a thorough research of current career ladder publications and directives. From this review, a new tentative task list was developed. Inventory developers then conducted personal interviews with a total of 25 packaging, passenger and household goods, and freight traffic personnel at Sheppard AFB, Nellis AFB, Travis AFB, Lackland AFB, and Kelly AFB to review the tentative task list for completeness and accuracy. After making any necessary revisions, this task list was then sent out to 106 experienced packaging, passenger and household goods, and freight traffic personnel at operational bases in the field for their written review. The final task list was then compiled and consisted of 446 task statements grouped under 17 duty headings and a background information section of 42 items.

SURVEY ADMINISTRATION

During the period September 1977 through January 1978, consolidated base personnel offices (CBPO's) in operational units worldwide administered the inventory booklets to job incumbents holding Packaging, Passenger and Household Goods, and Freight Traffic DAFSCs.

Table 1 reflects the percentage distribution, by major command, of assigned personnel in the career ladders as of July 1977. Also reflected is the distribution, by major command, of respondents in the final survey sample. The sample of 1,787 respondents represents 61 percent of all 601X4 personnel, 63 percent of all 60230/50 personnel, 68 percent of all 602X1 personnel, and 43 percent of all 60291 personnel.

Tables 2 and 3 reflect distribution of the survey sample in terms of DAFSC and TAFMS groups. As shown in Table 2, sampling of skill levels varies from a low of 43 percent for DAFSC 60291 to a high of 87 percent for DAFSC 60271. Table 3 shows that 53 percent of packaging (AFS 601X4) personnel, 54 percent of passenger and household (AFS 60230/50) personnel, and 38 percent of freight traffic (AFS 602X1) personnel were in their first enlistment.

TABLE 1

COMMAND REPRESENTATION OF SURVEY SAMPLE

COMMAND	601X4		60230/50		602X1		60291	
	PERCENT OF ASSIGNED	PERCENT OF SAMPLE	PERCENT OF ASSIGNED	PERCENT OF SAMPLE	PERCENT OF ASSIGNED	PERCENT OF SAMPLE	PERCENT OF ASSIGNED	PERCENT OF SAMPLE
SAC	23	27	21	22	13	13	6	-
USAF	18	18	13	13	17	16	24	34
TAC	14	16	13	13	10	13	8	3
AFLC	12	13	1	1	-	-	3	-
PACAF	11	5	16	14	13	10	14	8
MAC	10	10	14	16	28	30	6	16
ATC	5	5	10	8	8	6	12	10
USAFSS	4	3	4	3	2	1	5	5
AAC	2	1	2	1	2	1	3	3
ADCOM	1	2	2	2	2	2	3	3
AFSC	-	-	4	4	4	3	3	3
AU	-	-	1	1	1	1	-	2
OTHER	-	-	1	4	2	4	13	13
TOTAL	100	100	100	100	100	100	100	100
TOTAL 601X4 AIRMEN ASSIGNED - 624								
TOTAL 601X4 AIRMEN SAMPLED - 378								
PERCENT OF 601X4 AIRMEN SAMPLED - 61%								
TOTAL 60230/50 AIRMEN ASSIGNED - 940								
TOTAL 60230/50 AIRMEN SAMPLED - 594								
PERCENT OF 60230/50 AIRMEN SAMPLED - 63%								
TOTAL 602X1 AIRMEN ASSIGNED - 1137								
TOTAL 602X1 AIRMEN SAMPLED - 777								
PERCENT 602X1 AIRMEN SAMPLED - 68%								

SAMPLE N = 1,787

- INDICATES LESS THAN 1 PERCENT

TABLE 2

DAFSC DISTRIBUTION OF SURVEY SAMPLE

<u>DAFSC</u>	<u>NUMBER ASSIGNED</u>	<u>NUMBER SURVEYED</u>	<u>PERCENT OF ASSIGNED SAMPLED</u>
60134	102	58	57%
60154	447	266	60%
60174	75	54	72%
60230	88	70	80%
60250	852	524	62%
60231	104	69	66%
60251	731	444	61%
60271	302	264	87%
60291	88	38	43%

TABLE 3

TAFMS DISTRIBUTION OF SURVEY SAMPLE

<u>MONTHS TIME IN SERVICE</u>	<u>601X4</u>		<u>60230/50</u>		<u>602X1</u>	
	<u>NUMBER IN SAMPLE</u>	<u>PERCENT OF SAMPLE</u>	<u>NUMBER IN SAMPLE</u>	<u>PERCENT OF SAMPLE</u>	<u>NUMBER IN SAMPLE</u>	<u>PERCENT OF SAMPLE</u>
1-48	202	53%	322	54%	298	38%
49-96	74	20%	183	31%	192	25%
97-144	42	11%	63	11%	84	11%
145-192	24	6%	20	3%	72	9%
193-240	29	8%	5	1%	100	13%
241+	5	1%	-	-	31	4%

CAREER LADDER STRUCTURE

An essential part of the USAF Occupational Survey Program is the examination of career ladder personnel in terms of the actual structure of the job functions they perform rather than the career ladder structure outlined in official documents. This examination of actual structure is made possible by the Comprehensive Occupational Data Analysis Programs (CODAP) which generate a hierarchical clustering of all jobs performed in the field based upon the similarity of tasks performed. Background factors such as DAFSC, job title, grade, position, etc. have no direct bearing on the job clustering process. Rather, these factors are used to help describe the members of job groups that the CODAP process has identified.

The career ladder structure analysis process consists of determining the functional job structure of career ladder personnel in terms of job types, clusters, and independent job types. A job type is a group of individuals who perform many of the same tasks and also spend similar amounts of time performing them. When there is a substantial degree of similarity between different job types, they are grouped together and labeled as Clusters. Finally, there are often cases of specialized job types that are too dissimilar to be grouped into any cluster. These fairly unique groups are labeled Independent Job Types.

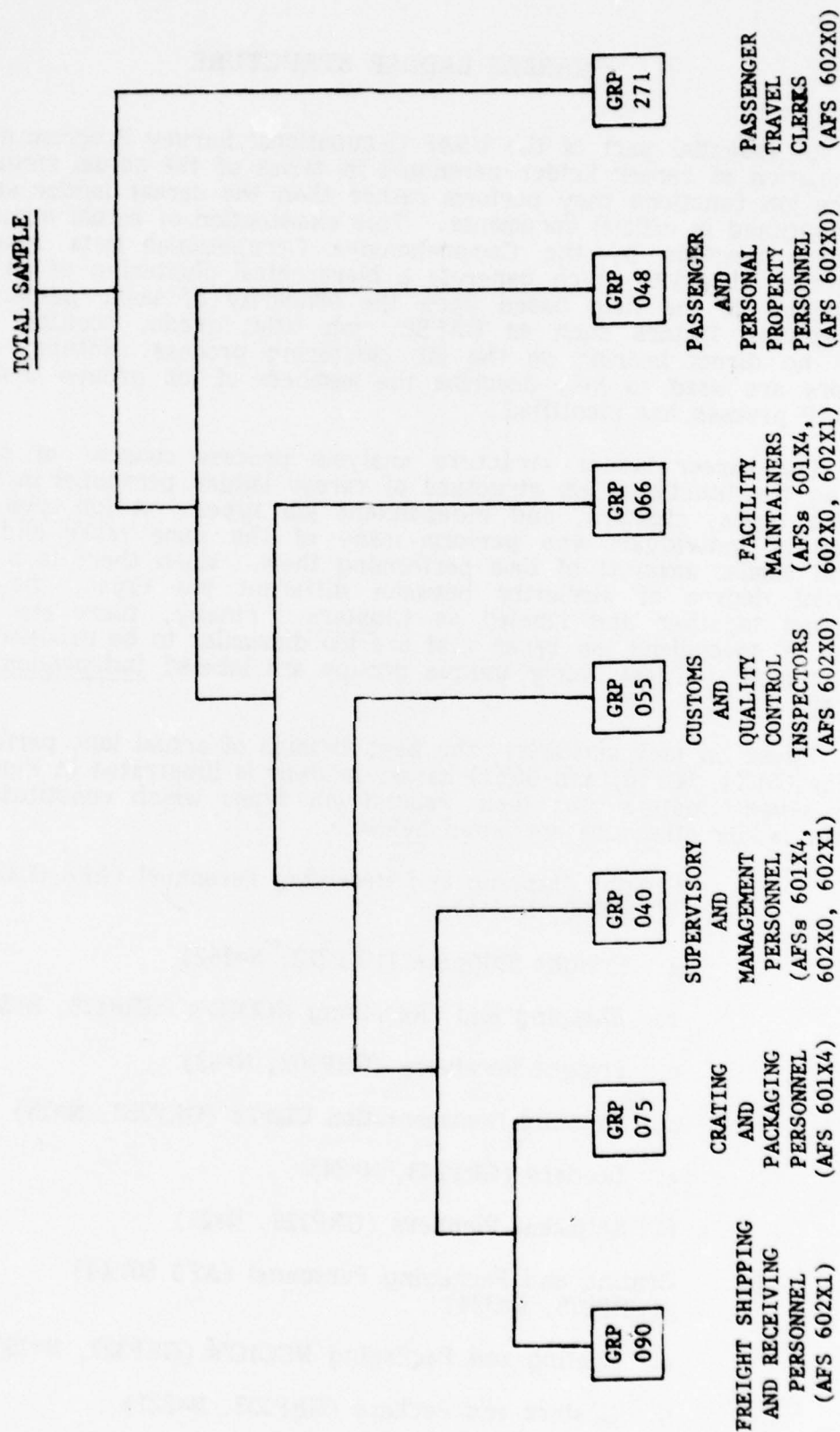
Based on task similarity, the best division of actual jobs performed in the 601X4, 602X0, and 602X1 career ladders is illustrated in Figure 2. The seven clusters and their related job types which constitute the career ladder structure are listed below.

- I. Freight Shipping and Receiving Personnel (AFS 602X1)
(GRP090, N=445)
 - a. Freight Shippers (GRP212, N=152)
 - b. Shipping and Receiving NCOIC's (GRP418, N=57)
 - c. Freight Receivers (GRP302, N=92)
 - d. Inbound Documentation Clerks (GRP293, N=25)
 - e. Loaders (GRP243, N=24)
 - f. Shipment Planners (GRP129, N=21)
- II. Crating and Packaging Personnel (AFS 601X4)
(GRP075, N=324)
 - a. Crating and Packaging NCOIC's (GRP327, N=75)
 - b. Craters and Packers (GRP233, N=221)

FIGURE 2

PACKAGING, PASSENGER AND HOUSEHOLD GOODS, AND FREIGHT TRAFFIC CAREER LADDER STRUCTURE

AFS 601X4/602X0/602X1



- III. Supervisory and Management Personnel (GRP040, N=294)
 - a. NCOIC's, Traffic Management Office (GRP286, N=100)
 - b. Personal Property NCOIC's (GRP624, N=29)
 - c. Passenger Movement and Personal Property NCOIC's (GRP700, N=20)
 - d. Passenger Movement NCOIC's (GRP374, N=21)
 - e. OJT Supervisors (GRP187, N=31)
 - f. Wing and NAF Traffic Management Supervisors (GRP152, N=13)
- IV. Customs and Quality Control Inspectors (AFS 602X0) (GRP055, N=99)
 - a. Customs Inspectors (GRP193, N=25)
 - b. Personal Property Quality Control Inspectors (GRP160, N=55)
- V. Facility Maintainers (GRP066, N=94)
- VI. Passenger and Personal Property Personnel (AFS 602X0) (GRP048, N=342)
 - a. Passenger and Personal Property Clerks (GRP172, N=103)
 - b. Inbound Personal Property Clerks (GRP105, N=94)
 - c. Outbound Personal Property Clerks (GRP104, N=63)
 - d. Outbound Personal Property Counselors (GRP115, N=59)
- VII. Passenger Travel Clerks (AFS 602X0) (GRP271, N=102)

Ninety-four percent of the respondents in this sample perform jobs that are generally equivalent to those identified in this analysis. The remaining six percent of the sample perform unique or one-of-a-kind jobs that are not directly associated with the major groupings of this career field and are not reportable entities.

Group Descriptions

Brief descriptions of the major groups which encompass the important functions of the Packaging, Passenger and Household Goods, and Freight Traffic career ladders are given below. A detailed description of representative duties, distinguishing tasks, and common background characteristics for each group is presented in Appendix A. Discussions within this section relating to the difficulty of a particular job group refer to an index which reflects the relative difficulty of one job as compared to other jobs identified in the analysis. The average job difficulty index is 13.00. A detailed discussion of the job difficulty index can be found in the ANALYSIS OF TASK DIFFICULTY section of this report.

I. Freight Shipping and Receiving Personnel. This group comprises 25 percent of the total sample and is the largest cluster in the analysis. Ninety-four percent of the members hold DAFSC 602X1, with 72 percent holding the 5-skill level. These individuals spend 36 percent of their time loading, unloading, receiving, routing, and planning freight shipments. An additional 13 percent of their time is spent maintaining facilities, equipment, and work areas. In performing their duties, the members of this group use numerous kinds of equipment such as pallets, hydraulic pallet jacks, and skids. In addition, they operate various types of forklifts. The job performed by this group is slightly above average in difficulty, although job types within the group vary from simple to very difficult. Sixty percent of this group find their job interesting. Talents are perceived as being utilized fairly well or better by 69 percent of the group members and training by 71 percent.

Three large job types and three smaller job types were identified within this cluster. Freight shippers (GRP212) and freight receivers (GRP302) both load or unload different kinds of freight plus inspect incoming cargo and sign for shipments. In addition, the freight shippers select modes of transportation for shipments, route freight by these modes of transportation, and perform other tasks related to the planning of freight shipments. Freight receivers, on the other hand, perform very little planning or routing tasks; the large majority of their time is spent on freight receiving tasks, operating forklifts, and loading or unloading cargo. Shipping and receiving NCOIC's (GRP418) perform both technical and supervisory duties. Technical tasks performed by this job type are basically the same as those of other members in the cluster including signing for shipments, routing freight shipments, and loading or unloading freight. Supervisory duties consist of directing and implementing, planning and organizing, and evaluating unit operations.

The remaining three smaller job types within this cluster result from specialization within certain duty areas. Loaders (GRP243) operate forklifts loading and unloading freight; shipment planners (GRP129)

spend 42 percent of their time routing and planning shipments; and inbound documentation clerks (GRP293) receive shipments perform administrative tasks such as typing and maintaining government bill of lading forms.

II. Crating and Packaging Personnel. The 324 members of this group spend 50 percent of their time packing and crating. Sixty percent of the members are in their first enlistment and the group is comprised mainly of members holding AFSC 601X4. Composed of 66 percent 5-skill level personnel, this group repairs, restores, or fabricates boxes, crates, and containers in addition to labeling, weighing, consolidating, and crating cargo. In the performance of their duties, the members use such equipment as portable electric drills, power saws, and various kinds of scales. In addition, approximately 50 percent of the individuals operate forklifts. Only 49 percent of the members find their job interesting, the lowest percentage of all the clusters. Fifty-eight percent feel that their talents are fairly well utilized and 73 percent perceive their training as being utilized fairly well or better.

Two basic jobs were identified within the group. Crating and packaging NCOIC's (GRP327) perform both technical and supervisory duties, while craters and packers (GRP233) spend the majority of their time on the tasks and duties described above.

III. Supervisory and Management Personnel. Sixteen percent of the survey respondents were found to group together in this cluster. The members of this group are almost exclusively 5-, 7-, or 9-skill level personnel. They have an average grade of 5.9, an average of 13.9 years time in service, supervise an average of six airmen, and spend over 52 percent of their time performing supervisory and managerial duties. Compared to all other jobs identified in the career ladder structure analysis, these personnel perform the most difficult job. The job performed by these members consists primarily of evaluating performance and work of section personnel, counseling, assigning personnel to specific work tasks, interpreting policies and directives for subordinates, and drafting reports and correspondence. Differences between job types within this cluster exist mainly in level of supervision or management. The NCOIC's traffic management office (GRP286) and wing and NAF traffic management supervisors (GRP152) spend most of their time in duties relating to evaluating unit operations, planning, and organizing. Personal property NCOIC's (GRP624), passenger movement and personal property NCOIC's (GRP700), and passenger movement NCOIC's (GRP374) spend time in technical duties such as performing personal property shipment and receipt functions and supervisory duties relating to directing and implementing. Eighty-five percent or more of the individuals in this cluster feel that their talents and training are being used fairly well or better and 80 percent find their job interesting.

IV. Customs and Quality Control Inspectors. This group of 99 individuals constitutes five percent of the total sample and is composed primarily of individuals holding DAISC 60250. Personnel within this group spend approximately 63 percent of their time evaluating and preparing documentation and forms in addition to performing unit administration functions and personal property shipment and receipt functions. As compared to the freight shipping and receiving personnel (I above) and the crating and packaging personnel (II above), members of this group use very little equipment. Overall job difficulty for this group is slightly below average. Sixty-six percent of the group members find their job interesting, 64 percent feel that their talents are well utilized, and 72 percent perceive their training as being used fairly well or better.

Two basic jobs were identified within this group, custom inspectors (GRP193) and personal property quality control inspectors (GRP160). Both groups spend a large amount of their time inspecting personal property shipments. The two groups differ in that the customs inspectors spend a large part of their time preparing customs forms whereas personal property quality control inspectors prepare personal property loss and damage reports and evaluate carrier services.

V. Facility Maintainers. The 94 members of this group spend 39 percent of their time in one duty area - maintaining facilities, equipment, and work areas. The group is composed mainly of lower grade 3- and 5-skill level personnel who are in their first enlistment. Their job consists of cleaning and maintaining immediate work areas and facilities, mopping floors, and removing trash. Some time is spent on administrative tasks such as typing, preparing government bills of lading, and maintaining documents. These administrative duties, however, are performed by a small percentage of group members. The group as a whole performs an average of 18 tasks and their job is generally not difficult. Only fifty-five percent of the members find their job interesting, 50 percent feel that their talents are well utilized, and 59 percent perceive their training as being used fairly well or better.

VI. Passenger and Personal Property Personnel. Of the 342 members of this cluster, 72 percent hold a DAFSC of 60250. Thirty-six percent of their time is spent performing personal property shipment and receipt functions and an additional 25 percent of their time is spent on administrative duties, documentation, and records. Very few individuals use any type of equipment other than typewriters nor do they operate vehicles to any great extent. Overall difficulty of their job is about average, with some variation between job type groups within the cluster. Seventy percent of the members find their job interesting and over 70 percent feel that their training and talents are well utilized.

Within this cluster, four basic job types were identified. All four job types perform basically the same administrative tasks such as typing forms and maintaining shipping records and documents. Passenger and personal property clerks (GRP172) perform duties relating to passenger movement and the shipment of personal property. Tasks for this group include scheduling pickup and delivery of household goods, counseling personnel on the shipment of personal property, preparing travel documents, and issuing transportation requests. The remaining three job types are more specialized and perform mainly personal property shipment tasks. Inbound personal property clerks (GRP105) spend the majority of their time tracing the movement of personal property shipments, scheduling delivery of household goods, and coordinating incoming personal property shipments. The outbound personal property clerks (GRP104) prepare and maintain government bills of lading, maintain shipping documents and records, and also spend some time reviewing personal property shipment and storage applications. Outbound personal property counselors (GRP115), on the other hand, spend very little time on general administrative duties. The majority of their time is devoted to counseling personnel on personal property shipments, arranging for unaccompanied baggage shipments, and preparing or reviewing storage or shipment application forms.

VII. Passenger Travel Clerks. Eighty-six percent of the 102 members of this group hold an AFSC of 602X0. They spend 58 percent of their time performing passenger movement functions. An average of 38 tasks are performed including such items as requesting and issuing MAC transportation authorizations and transportation requests, preparing travel itineraries, making travel reservations, counseling personnel on transportation entitlements, and determining modes of transportation for passengers. Job difficulty for this group is about average when compared to all other groups, and the members, like those in the previous cluster, do not use any type of specific equipment in the performance of their duties. Eighty-one percent of the members find their job interesting, the highest percentage of any of the major job groups. Talents are perceived as being fairly well utilized by 80 percent of the members and training by 90 percent.

Summary

Results of the analysis of the data reflected distinct differences between the three career ladders. The number of jobs performed by 602X1 and 601X4 respondents is small compared to the number of jobs performed by 602X0 respondents. This indicates that the scope of jobs performed by 602X1 and 601X4 personnel is narrower than that of 602X0 personnel. Further, there was little overlap between any of the jobs performed by one career ladder group when compared to the jobs performed by any other career ladder group. The obvious exception being management and supervisory jobs where all AFS's are represented.

ANALYSIS OF DAFSC GROUPS

In conjunction with examining the job structure of the career ladder, DAFSC groups are also examined as part of each occupational analysis. This analysis allows for the identification of skill level differences and for the comparison of similar skill level personnel across the various career ladders. Furthermore, this data by DAFSC groups aid in the analysis of career field documents, such as the AFR 39-1 specialty job descriptions.

Table 4 reflects the relative percent time spent on duties by members of the various skill level groups. The percentage of members performing the major jobs identified in the CAREER LADDER STRUCTURE section are presented by DAFSC groups in Table 5. In addition, Appendix B contains tables that present tasks which distinguish between job performance of personnel in the various skill levels within each career ladder plus "representative tasks performed" tables for DAFSC 60250 and 60251 personnel. Similarities and differences between the skill levels within each ladder plus comparisons between the 601X4, 602X0, and 602X1 AFSs are discussed below.

Packaging Career Ladder (601X4)

The 3- and 5-skill level members in this ladder spend over 50 percent of their time in one duty - packing and crating. As shown in Table 5, 83 percent of these members grouped together in the crating and packaging personnel cluster (GRP075). Duties and tasks of these individuals are technically oriented. Specific tasks include such items as identifying and marking shipments, packing or crating various types of freight shipments, and assembling boxes, crates, or containers. Differences between the 3- and 5-skill level members are small, with both skill levels performing basically the same overall job (See Table I in Appendix B).

At the 7-skill level, only 26 percent of the members' total job time is spent performing tasks related specifically to packaging and crating. Forty-seven percent of their time is spent performing supervisory and management duties. Their remaining job time is divided among the operation of vehicles, unit administration duties, and tasks related to the maintaining of facilities and work areas. In relation to the career ladder structure, 59 percent of DAFSC 60174 individuals grouped together in the crating and packaging personnel cluster (GRP075). Another 22 percent of the 7-skill level members clustered together in the supervisory and management personnel cluster (GRP040). In general, the job of 7-skill level members in the 601X4 AFS involves the performance of technical and supervisory tasks such as packing or crating freight shipments, interpreting transportation packaging orders, and assigning, supervising and counseling personnel. Differences

between the job of the 5- and 7-skill level members occur mainly on the supervisory duties. The 7-skill levels spend more time on supervisory duties while 5-skill levels are performing more technical tasks (See Table II in Appendix B).

Passenger And Household Goods Specialist (60250)

DAFSC 60250 members are very diversified in the jobs that they perform. Sixty-seven percent of their job time is spread across five duty areas - evaluating unit operations (Duty C), performing unit administration and supply functions (Duty E), preparing documentation and records (Duty F), performing personal property shipment and receipt functions (Duty N), and performing passenger movement functions (Duty O). As described in the CAREER LADDER STRUCTURE section, 47 percent of DAFSC 60250 members grouped together in the passenger and personal property personnel cluster (GRP048). However, as shown in Table 5, an additional 38 percent of these members were distributed between three other major job groups. In addition, there are only 15 tasks in the inventory which are performed by 35 percent or more of DAFSC 60250 members (See Table VII in Appendix B). Generally, DAFSC 60250 members perform a technically oriented job. Their job encompasses a wide variety of tasks which include inspecting shipments, tracing the movement of household goods, scheduling delivery of personal property shipments, typing various types of forms, and making travel reservations.

Freight Traffic Specialists (60251)

The 5-skill level members in the 602X1 ladder spend very little time in any one specific duty area. Table 4 shows that the majority of their job time is spread across tasks in 12 duty areas (Duties B, C, E, F, G, H, I, K, L, M, P and Q). However, DAFSC 60251 members do not perform as many different jobs as do DAFSC 60250 members. Seventy-two percent of all DAFSC 60251 survey respondents grouped together in the freight shipping and receiving personnel cluster (GRP090). Additionally, there are a number of tasks which are performed by 50 percent or more of all DAFSC 60251 individuals (See Table VIII in Appendix B). Like other 5-skill level respondents in the survey, the DAFSC 60251 individuals job is technical in nature. The job that 5-skill level members perform in this AFSC encompasses tasks like loading or unloading freight shipments, inspecting incoming cargo, and segregating and consolidating shipments.

Traffic Management Supervisor (60271)

The 7-skill level members in the 602X1 ladder spend 51 percent of their time on supervisory and management duties. Table 5 shows that 57 percent of DAFSC 60271 respondents grouped together in the supervisory and management personnel job group (GRP040). In addition, 19 percent clustered together in the freight shipping and receiving personnel cluster (GRP090), 10 percent in the passenger and personal property cluster (GRP048) and the remaining 14 percent is spread among other job groups. In general, these personnel primarily perform such tasks as evaluating performance of airmen, preparing reports, and assigning personnel to specific work tasks.

The basic difference between DAFSC 60271 and 5-skill level individuals in AFSSs 602X0 and 602X1 is that of supervisory and management duties. The 7-skill level members perform some technical and administrative duties that the 5-skill level individual also performs but the 7-skill level spends less job time on these duties. Conversely, a large percentage of the 7-skill level job time is spent on supervisory duties (See Tables III and IV in Appendix B).

Traffic Management Superintendent (60291)

At the 9-skill level, supervisory and management duties consume 76 percent of the total job time. This is considerably more time spent in these duties than for either DAFSC 60174 or DAFSC 60271 members. These members primarily perform such tasks as working manning problems, conducting periodic inspections, planning transportation requirements, developing evaluation programs, and reviewing or indorsing APRs or personnel actions. The 7-skill level members, however, perform some technical tasks and duties which the DAFSC 60291 members do not such as performing personal property shipment and receipt tasks (DAFSC 60271) and packing and crating tasks (DAFSC 60174).

Comparisons Between The 601X4, 602X0 And 602X1 AFSSs

As indicated in the CAREER LADDER STRUCTURE section, 601X4, 602X0, and 602X1 personnel perform very different job functions. This difference is further exemplified in that only 12 of the 446 survey tasks are performed by 20 percent or more of personnel in all three AFSSs. As shown in Table 6, of the 12 common tasks, eight pertain to maintaining facilities, equipment and work areas (Duty Q). The remaining four tasks include such general functions as operating general purpose vehicles, reproducing material, and typing labels and forms. Table 7 further exemplifies the differences between the three AFSSs. Generally, those tasks performed by a high percentage of individuals in one of the AFSSs is performed by a relatively small percentage of individuals in the other two AFSSs. One further distinction exists between the three AFSSs

which is supported by the career ladder structure analysis. The 601X4 AFS is fairly homogeneous in that a high percentage of members perform the same tasks. Almost all 601X4 personnel grouped together into one job group. In contrast, the 602X0 AFS is very heterogeneous; very few 602X0 personnel perform the same tasks. This was supported by the job grouping in the CAREER LADDER STRUCTURE section in which 602X0 members were distributed across four clusters. In general, the technical portion of the job performed by members in AFS 601X4, 602X0, and 602X1 are very different.

TABLE 4
PERCENT TIME SPENT ON DUTIES BY DAFSC GROUPS

DUTY	TOTAL 601X4 (N=378)	DAFSC 60134 (N=58)	DAFSC 60154 (N=266)	DAFSC 60174 (N=54)	TOTAL 602X0 (N=594)	DAFSC 60230 (N=70)	DAFSC 60250 (N=524)	TOTAL 602X1 (N=777)	DAFSC 60231 (N=69)	DAFSC 60251 (N=444)	DAFSC 60271 (N=264)	DAFSC 60291 (N=38)
A PLANNING AND ORGANIZING	3	1	3	9	2	2	2	5	1	3	10	19
B DIRECTING AND IMPLEMENTING	7	2	5	17	5	2	5	9	2	5	17	21
C EVALUATING UNIT OPERATIONS	4	1	3	13	7	3	7	9	2	5	17	29
D TRAINING	4	3	4	8	2	2	3	4	2	3	7	7
E PERFORMING UNIT ADMINISTRATION AND SUPPLY FUNCTIONS	4	3	4	9	11	14	10	9	8	7	11	11
F PREPARING DOCUMENTATION AND RECORDS	1	1	1	-	13	15	12	7	8	8	5	3
G SCHEDULING SHIPMENTS	1	1	1	1	5	6	5	4	3	5	4	2
H PACKING AND CRATING	46	59	47	26	1	1	1	4	7	5	1	1
I PLANNING FREIGHT SHIPMENTS	2	3	2	1	1	1	1	5	6	6	2	1
J SHIPPING PERSONAL PROPERTY OR FREIGHT	2	2	2	1	1	1	1	2	2	3	1	-
K ROUTING FREIGHT SHIPMENTS	1	1	1	-	1	-	1	5	6	6	2	1
L LOADING AND UNLOADING SHIPMENTS	3	2	3	2	1	-	1	8	13	11	3	1
M RECEIVING SHIPMENTS	1	1	2	1	1	2	1	7	12	9	2	1
N PERFORMING PERSONAL PROPERTY SHIPMENT AND RECEIPT FUNCTIONS	1	-	1	-	25	28	25	4	2	2	8	2
O PERFORMING PASSENGER MOVEMENT FUNCTIONS	-	-	1	-	13	12	13	2	-	1	5	2
P OPERATING VEHICLES	4	2	5	5	1	1	1	6	7	8	2	1
Q MAINTAINING FACILITIES, EQUIPMENT, AND WORK AREAS	15	19	16	7	11	13	11	11	21	14	4	1

- INDICATES LESS THAN ONE PERCENT

TABLE 5
PERCENT MEMBERS PERFORMING JOBS BY DAFSC GROUPS

JOB GROUP	DAFSC 60134/60154 (N=324)	DAFSC 60174 (N=54)	DAFSC 60250 (N=524)	DAFSC 60251 (N=444)	DAFSC 60271 (N=264)	DAFSC 60291 (N=38)
FREIGHT SHIPPING AND RECEIVING PERSONNEL (GRP090)	3	-	3	72	19	-
CRATING AND PACKAGING PERSONNEL (GRP075)	83	59	1	2	1	-
SUPERVISORY AND MANAGEMENT PERSONNEL (GRP040)	2	22	9	9	57	92
CUSTOMS AND QUALITY CONTROL INSPECTORS (GRP055)	-	-	14	2	3	-
FACILITY MAINTAINERS (GRP066)	2	-	7	7	1	-
PASSENGER AND PERSONAL PROPERTY PERSONNEL (GRP048)	1	-	47	4	10	-
PASSENGER TRAVEL CLERKS (GRP271)	-	-	15	1	3	-
OTHER JOBS	9	19	4	3	6	8

- INDICATES LESS THAN ONE PERCENT

TABLE 6

COMMON TASKS PERFORMED BY 20 PERCENT OR MORE OF THE MEMBERS IN
601X4, 602X0, AND 602X1 CAREER LADDERS

TASKS	DAFSC 601X4	DAFSC 602X0	DAFSC 602X1
E27 REPRODUCE MATERIALS USING COPY EQUIPMENT	24	41	39
E29 TRAVEL TO OR FROM LOCATIONS OUTSIDE WORK CENTERS OR SECTIONS	29	21	35
E32 TYPE LABELS OR FORMS	49	43	38
P6 OPERATE GENERAL PURPOSE VEHICLES SUCH AS PICKUP OR 1-1/2 TON TRUCK	52	24	53
Q1 CLEAN FACILITIES	71	47	60
Q2 CLEAN IMMEDIATE WORK AREAS	78	66	73
Q3 CLEAN TOOLS OR EQUIPMENT	61	21	31
Q6 MOP, WAX, OR POLISH FLOORS	42	41	50
Q7 MOW GRASS OR MAINTAIN WORK AREA GROUNDS	44	32	32
Q8 PAINT FACILITIES	53	27	42
Q9 PERFORM ADDITIONAL DUTIES	59	46	47
Q13 REMOVE OR DISPOSE OF TRASH, WASTE, OR MATERIALS	73	49	60

TABLE 7

COMPARISON OF DIFFERENTIATING TASKS PERFORMED BY DAFS 601X4, 602X0, AND 602X1 PERSONNEL
(PERCENT MEMBERS PERFORMING)

TASKS	DAFSC 601X4	DAFSC 602X0	DAFSC 602X1
H3 ASSEMBLE REUSABLE BOXES, CRATES, OR SHIPPING CONTAINERS	81	2	5
H6 CONSOLIDATE SHIPMENTS PACKED OR CRATED IN SPECIFIED UNITS	78	2	6
H28 PACK OR CRATE AIR FREIGHT	78	3	9
H15 IDENTIFY, MARK, OR LABEL SHIPMENTS OTHER THAN CLASSIFIED OR HAZARDOUS CARGO SHIPMENTS	77	4	15
H49 SIGN IN CARGO FOR PACKING, CRATING, OR SHIPMENT	73	2	12
G15 TRACE OR EXPEDITE MOVEMENT OR DELIVERY OF PERSONAL PROPERTY	3	43	21
N29 PREPARE OR REVIEW APPLICATION FOR SHIPMENT AND/OR STORAGE OF PERSONAL PROPERTY FORMS (DD FORM 1299)	3	41	10
N1 ARRANGE FOR THE PREPARATION OF UNACCOMPANIED BAGGAGE SHIPMENTS	2	40	12
N38 SCHEDULE DELIVERY OF HOUSEHOLD GOODS, BAGGAGE, OR MOBILE HOMES	2	37	10
L10 LOAD OR UNLOAD GENERAL FREIGHT	20	4	53
P1 OPERATE 4K FORKLIFTS	47	5	50
M3 CERTIFY OR SIGN FOR SHIPMENTS RECEIVED	26	12	47
M6 INSPECT INCOMING CARGO FOR SHORTAGES, OVERAGES, OR DAMAGES AND COMPLETE INCHECKERS' TALLY SHEETS	10	4	44
L11 LOAD OR UNLOAD HAZARDOUS FREIGHT	17	3	43

ANALYSIS OF AFMS GROUPS

Utilization patterns for survey respondents in various AFMS groups were reviewed to determine differences in job performance requirements. No major deviations from the expected utilization patterns were found. More senior personnel performed jobs which were more supervisory in nature than those with less time in service. For individuals with less time in service, more time is spent on technically oriented duties. This trend holds for each of the three career ladders surveyed.

First enlistment personnel in each of the three career ladders performed jobs similar to members of other AFMS groups within the career ladder. In relation to the career ladder structure, the facility maintainers job group (GRP066) was the only cluster consisting of a high percentage (78 percent) of first enlistment personnel. However, this can be misleading since only nine percent of the total first enlistment sample appeared in this major job group. The large majority of first enlistment members were distributed throughout other major job groups identified in the analysis such as passenger travel clerks (GRP271), crating and packaging personnel (GRP075), and freight shipping and receiving personnel (GRP090).

COMPARISON OF AFR 39-1 SPECIALTY DESCRIPTIONS TO SURVEY DATA

In conjunction with the analysis of DAFSC groups, a comparison was made between the DAFSC job descriptions compiled from survey data and the specialty descriptions in AFR 39-1 for all DAFSCs in the 601X4, 602X0, and 602X1 career ladders.

601X4 Specialty Descriptions

In general, the AFR 39-1 specialty descriptions for AFS 601X4 personnel give a thorough and accurate picture of the jobs and tasks being performed by 3-, 5-, and 7-skill level personnel. One minor exception is the exclusion in the 60154 specialty description of unloading and loading duties. Table 8 contains a listing of loading and unloading tasks which DAFSC 60154 personnel perform. Consideration should be given to including these tasks in the specialty descriptions during the next AFR 39-1 review.

60230/50 Specialty Description

The AFR 39-1 speciality description for DAFSCs 60230/50 gives an accurate picture of the jobs and tasks performed by passenger and household goods specialists. All duties and responsibilities which these personnel were found to perform in the DAFSC group analysis section were thoroughly described.

60231/51 Specialty Description

Two minor omissions were noted in the AFR 39-1 speciality description for DAFSC 60231/51 members. The first is the exclusion of freight shipment loading and unloading tasks. Table 8 lists these tasks and gives the percent of DAFSC 60251 members which perform each task. The second omission was the operation of certain equipment. Table 9 lists the equipment used by 20 percent or more DAFSC 60251 personnel. Both loading and unloading functions and the equipment used by DAFSC 60251 are not listed in the specialty description for freight traffic specialists and should be considered for inclusion in the next AFS 60251 specialty description revision.

60271 Specialty Description

Generally, the specialty description for traffic management supervisors gives an accurate picture of the duties and jobs DAFSC 60271 members are performing. One minor exclusion, however, was noted. The specialty description does not include the operation of materials handling equipment. However, approximately 20 percent of the DAFSC

60271 survey respondents indicated that they operated various types of forklifts. Consideration should be given to reviewing this area for possible inclusion in the next revision of AFR 39-1.

60291 Specialty Description

The AFS 60291 specialty description gives an accurate picture of the duties and responsibilities of the 9-skill level superintendent. As reflected in the specialty description, the 9-skill level respondent is an administrator, planner, and manager.

TABLE 8

TASKS PERFORMED BUT NOT REFERENCED IN AFR 39-1 BY
DAFSC 60154 AND 60251 PERSONNEL
(PERCENT MEMBERS PERFORMING)

TASKS	DAFSC 60154	DAFSC 60251
L9 LOAD OR UNLOAD CLASSIFIED FREIGHT	15	48
L10 LOAD OR UNLOAD GENERAL FREIGHT	23	68
L11 LOAD OR UNLOAD HAZARDOUS FREIGHT	20	57

TABLE 9

EQUIPMENT USED BY 20 PERCENT OR MORE DAFSC 60251 PERSONNEL

<u>EQUIPMENT</u>	<u>PERCENT MEMBERS USING EQUIPMENT</u>
HYDRAULIC PALLET JACKS	49
LABELING EQUIPMENT	22
PORTABLE SCALES	21
POSTAL SCALES	24
WAREHOUSE SCALES	37
STENCIL MACHINES	23
STRAPPING OR BANDING MACHINES	25

ANALYSIS OF TASK DIFFICULTY

From a listing of airmen identified for this job survey, 119 members in the 7- and 9-skill levels from various commands and locations were selected to rate task difficulty. Tasks were rated on a nine-point scale from extremely low to extremely high difficulty, with difficulty defined as the length of time it takes an average airman to learn to do the task. Interrater reliability (as assessed through components of variance of standard group means) for the 42 raters who returned booklets was .92. Ratings were adjusted so that tasks of average difficulty have ratings of 5.00.

A listing of representative tasks rated above average in difficulty is given in Table 10. Generally, the tasks rated most difficult are those relating to the planning and scheduling of shipments plus passenger movement and personal property shipment functions. Supervisory tasks were also rated above average in difficulty.

Table 11 provides a listing of representative tasks rated below average in difficulty. These tasks are generally related to packing and crating plus shipment loading, unloading, and receipt functions. In addition, tasks related to unit administration and supply functions, vehicle operation, and the maintenance of facilities, equipment, and work areas are also rated as below average in difficulty.

Job Difficulty Index (JDI)

Having computed the task difficulty index for each inventory item, it is possible to also compute the Job Difficulty Index (JDI) for groups identified in the survey analysis. This index provides a relative measure of which jobs, when compared to other jobs identified, are more or less difficult. The JDI is based on an equation using number of tasks performed and the average difficulty per unit time spent. The indices are adjusted so that the average job difficulty index is 13.00. The JDI was computed for the job groups identified in the career ladder structure and several major subgroups (See Table 12).

Overall, supervisory and management jobs were rated as relatively more difficult than those jobs performed by any other job groups. In particular, supervisory and management cluster personnel and the shipping and receiving NCOIC's, and crating and packaging NCOIC's job types have JDI's of 17.4, 22.5, and 18.7, respectively. These personnel generally perform tasks with high difficulty indices, such as counseling personnel, and planning and evaluating various programs. Freight shippers and passenger and personal property clerks are the only non-supervisory job groups which have a job difficulty rating above average. The freight shippers' job includes planning tasks such as selecting modes of transportation for freight and determining means for transporting explosives which have high difficulty indices. Passenger and personal property clerks also perform some tasks with high

difficulty indexes, such as tracing the movement of personal property, reviewing travel orders for accuracy, and counseling personnel on personal property shipments. Facility maintainers and loaders, on the other hand, had JDIs of only 5.5 and 6.9, respectively. These two groups generally perform tasks with low difficulty ratings such as operating forklifts, loading and unloading freight, and cleaning work areas.

TABLE 10

REPRESENTATIVE TASKS RATED ABOVE AVERAGE IN DIFFICULTY

TASKS	DIFFICULTY INDEX	PERCENT MEMBERS PERFORMING		
		AFSC 601X4	AFSC 602X0	AFSC 602X1
A1 DETERMINE FISCAL BUDGETING AND FINANCIAL REQUIREMENTS	8.41	15	9	19
H53 WRITE PACKAGING ORDERS	7.24	10	2	2
B21 PREPARE COST CENTER MANAGER REPORTS	7.10	7	4	9
N15 MAKE COST COMPARISONS AND SELECT CARRIERS FOR SHIPMENTS MOVING WITHIN THE CONTINENTAL UNITED STATES (CONUS)	6.55	2	14	7
A6 PLAN OR SCHEDULE TRAFFIC MANAGEMENT UNIT WORKLOADS, BASED ON PROJECTED REQUIREMENTS	6.51	10	8	25
N22 PREPARE CASH COLLECTION VOUCHER FORMS (DD FORM 1131) OR COLLECT EXCESS CHARGES FOR PERSONAL PROPERTY	6.18	2	29	9
H8 DESIGN BOXES, CRATES, SKIDS, OR SHIPPING CONTAINERS	6.12	62	1	3
I2 ASSIGN HANDLING, ROUTING, OR TIME REQUIREMENTS FOR SHIPMENT OR ARRIVAL	5.94	6	5	26
N9 COUNSEL PERSONNEL ON SHIPMENTS OF PERSONAL PROPERTY USING CHECKLIST	5.81	2	34	10
C30 REVIEW CLASSIFICATION OF FREIGHT	5.80	5	2	20
C32 REVIEW MOVEMENT OF CLASSIFIED FREIGHT	5.65	3	4	12
N41 SELECT MODES OF TRANSPORTATION FOR SHIPMENTS OF PERSONAL PROPERTY	5.53	2	27	10
G15 TRACE OR EXPEDITE MOVEMENT OR DELIVERY OF PERSONAL PROPERTY	5.49	3	43	21
B12 IMPLEMENT CUSTOMS PROGRAMS	5.46	6	9	11
J2 CONVERT COMMERCIAL BILLS OF LADING TO GOVERNMENT BILLS OF LADING	5.43	2	4	13

TABLE 11

REPRESENTATIVE TASKS RATED BELOW AVERAGE IN DIFFICULTY

TASKS	DIFFICULTY INDEX	PERCENT MEMBERS PERFORMING		
		AFSC 601X4	AFSC 602X0	AFSC 602X1
F25 PREPARE PERSONAL PROPERTY LOSS AND DAMAGE REPORTS	4.97	3	29	14
N1 ARRANGE FOR THE PREPARATION OF UNACCOMPANIED BAGGAGE SHIPMENTS	4.95	2	40	12
E7 ESTABLISH OR MAINTAIN MEMBERS' CASE FILES	4.87	4	29	14
H11 FIT OR SECURE BRACES, PROPS, OR SPACERS TO TIE DOWN FREIGHT FOR MOVEMENT	4.84	58	2	8
O6 ISSUE MAC TRANSPORTATION AUTHORIZATION FORMS (DD FORM 1482)	4.79	2	32	9
A25 PREPARE OR UPDATE PREVENTIVE MAINTENANCE INSTRUCTIONS FOR EQUIPMENT	4.79	16	5	13
C20 INSPECT DAMAGED PERSONAL PROPERTY SHIPMENTS	4.75	4	22	19
H22 LAYOUT OR FABRICATE SKIDS OR PALLETS	4.73	55	2	3
K7 DETERMINE TRANSIT TIME ALLOWED	4.59	3	5	21
C22 INSPECT PERSONAL PROPERTY SHIPMENTS AT ORIGIN	4.56	5	24	16
N38 SCHEDULE DELIVERY OF HOUSEHOLD GOODS, BAGGAGE, OR MOBILE HOMES	4.40	2	37	10
H4 BRACE SURFACE SHIPMENTS	4.32	67	1	11
P1 OPERATE 4K FORKLIFTS	4.30	47	5	50
M6 INSPECT INCOMING CARGO FOR SHORTAGES, OVERAGES, OR DAMAGES AND COMPLETE INCHECKERS' TALLY SHEETS	4.29	10	4	44
G3 COORDINATE DELIVERY AND UNLOADING OF PERSONAL PROPERTY	4.27	4	32	18

TABLE 12

JOB DIFFICULTY INDICES FOR CAREER LADDER GROUPS

GROUPS	JOB DIFFICULTY INDEX*
I. FREIGHT SHIPPING AND RECEIVING PERSONNEL (GRP090)	14.5
A. FREIGHT SHIPPERS (GRP212)	15.5
B. SHIPPING AND RECEIVING NCOIC'S (GRP418)	22.5
C. FREIGHT RECEIVERS (GRP302)	8.9
D. INBOUND DOCUMENTATION CLERKS (GRP293)	11.1
E. LOADERS (GRP243)	6.9
F. SHIPMENT PLANNERS (GRP129)	11.5
II. CRATING AND PACKAGING PERSONNEL (GRP075)	12.6
A. CRATING AND PACKAGING NCOIC'S (GRP327)	18.7
B. CRATERS AND PACKERS (GRP233)	10.9
III. SUPERVISORY AND MANAGEMENT PERSONNEL (GRP040)	17.4
A. NCOIC'S, TRAFFIC MANAGEMENT OFFICE (GRP286)	18.6
B. PERSONAL PROPERTY NCOIC'S (GRP624)	19.9
C. PASSENGER MOVEMENT AND PERSONAL PROPERTY NCOIC'S (GRP700)	24.6
D. PASSENGER MOVEMENT NCOIC'S (GRP374)	17.8
E. OJT SUPERVISORS (GRP187)	15.8
F. WING AND NAF TRAFFIC MANAGEMENT SUPERVISORS (GRP152)	14.8
IV. CUSTOMS AND QUALITY CONTROL INSPECTORS (GRP055)	9.9
A. CUSTOMS INSPECTORS (GRP193)	7.3
B. PERSONAL PROPERTY QUALITY CONTROL INSPECTORS (GRP160)	11.2
V. FACILITY MAINTAINERS (GRP066)	5.5
VI. PASSENGER AND PERSONAL PROPERTY PERSONNEL (GRP048)	12.1
A. PASSENGER AND PERSONAL PROPERTY CLERKS (GRP172)	16.0
B. INBOUND PERSONAL PROPERTY CLERKS (GRP105)	10.6
C. OUTBOUND PERSONAL PROPERTY CLERKS (GRP104)	10.2
D. OUTBOUND PERSONAL PROPERTY COUNSELORS (GRP115)	9.9
VII. PASSENGER TRAVEL CLERKS (GRP271)	12.3

* AVERAGE DIFFICULTY 13.0

COMPARISON OF CURRENT SURVEY TO PREVIOUS SURVEY

The results of this survey were compared to those of Occupational Survey Report, AFPT 90-601-096, 90-602-089, and 90-602-090, dated October 1973. Both surveys found little overlap between the jobs performed by personnel with 601X4, 602X0, and 602X1 DAFSSs. The tasks performed by members in each of the various skill level groups was found to have changed very little since the 1973 study. The career ladder structure analysis of both the 1973 and the current study supported the existence of a separate ladder for each of the three AFSC's involved.

DISCUSSION

Based on actual task similarity, the groupings that emerged from this analysis appear to support the existing classification structure for AFSs 601X4, 602X0, and 602X1. Results of both the career ladder structure and the DAFSC group analysis indicate that there is a clear distinction between the technical jobs performed by members of each of the three career ladders. Packaging personnel, AFS 601X4, are very homogeneous in the tasks which they perform. The majority of DAFSC 601X4 members group together in the career ladder structure analysis and perform tasks in one primary duty area. Tasks performed by this group are not performed to any great extent by members of other job groups.

The 602X1 personnel also clustered together into one job group with certain tasks being unique to these members. However, unlike the 601X4 personnel, the 602X1 members' job encompasses a wide variety of different duty areas ranging from directing and implementing to loading and unloading shipments.

AFS 602X0 personnel are the most diversified of the three ladders surveyed. In addition to their job time being spread over five duty areas, the majority of 602X0 members were distributed between four major job groups such as passenger travel clerks and passenger and personal property personnel.

Contrary to the clear technical job distinctions found between the three career ladders, the managerial and supervisory job functions performed are common to personnel from each of the AFSs.

The level of difficulty of the jobs performed differs noticeably between the major job groups. Jobs such as those performed by freight shipping and receiving personnel were rated above average in difficulty. Other jobs were rated below average in difficulty such as facility maintainers. Generally, management and supervisory jobs are above average in difficulty whereas technical jobs as a whole do not appear as difficult. This pattern appears across all three career ladders.

Overall, the 601X4, 602X0, and 602X1 career ladders have not changed substantially since the last survey analysis. These specialties appear to be stable and to be functioning as specified by the existing classification structure (AFR 39-1).

APPENDIX A

APPENDIX A

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CLUSTER I: FREIGHT SHIPPING AND RECEIVING PERSONNEL (GRP090)

NUMBER IN GROUP: 445

PERCENT OF SAMPLE: 25%

MAJOR COMMAND DISTRIBUTION: MAC (28%), USAF (17%), SAC (16%), TAC (15%)
PACAF (9%), ATC (6%)

LOCATION: CONUS (69%), OVERSEAS (31%)

DAFSC DISTRIBUTION: 60154 (2%), 60250 (3%), 60231 (11%), 60251 (72%),
60271 (11%), NO REPLY (1%)

AVERAGE GRADE: 3.9

JOB DIFFICULTY INDEX: 14.5

AVERAGE TIME IN CAREER FIELD: 54 MONTHS

AVERAGE TIME IN SERVICE: 62 MONTHS

PERCENT MEMBERS IN FIRST ENLISTMENT: 54%

AMOUNT OF SUPERVISION: 23% SUPERVISE AN AVERAGE OF 4 INDIVIDUALS

EXPRESSED JOB INTEREST: DULL (15%), SO-SO (23%), INTERESTING (60%),
NOT REPORTED (2%)

PERCEIVED UTILIZATION OF TALENTS: LITTLE OR NOT AT ALL 29%
FAIRLY WELL OR BETTER 69%
NOT REPORTED 2%

PERCEIVED UTILIZATION OF TRAINING: LITTLE OR NOT AT ALL 26%
FAIRLY WELL OR BETTER 71%
NOT REPORTED 3%

AVERAGE NUMBER OF TASKS PERFORMED: 98

GROUP DIFFERENTIATING TASKS:

TASKS

L4 INSPECT CONDITION OF FREIGHT PRIOR TO MOVEMENT
L10 LOAD OR UNLOAD GENERAL FREIGHT
L11 LOAD OR UNLOAD HAZARDOUS FREIGHT
M3 CERTIFY OR SIGN FOR SHIPMENTS RECEIVED
M6 INSPECT INCOMING CARGO FOR SHORTAGES, OVERAGES, OR DAMAGES
AND COMPLETE INCHECKERS' TALLY SHEETS

TIME SPENT ON DUTIES:

<u>DUTY</u>	<u>AVERAGE TIME SPENT BY ALL MEMBERS</u>
Q MAINTAINING FACILITIES, EQUIPMENT, AND WORK AREAS	13
L LOADING AND UNLOADING SHIPMENTS	12
M RECEIVING SHIPMENTS	10
P OPERATING VEHICLES	9
I PLANNING FREIGHT SHIPMENTS	7
K ROUTING FREIGHT SHIPMENTS	7
A 1	

GRP090 (CONTINUED)

SPECIAL DESCRIPTION

DUTY SECTION ASSIGNED

ADMINISTRATION FREIGHT TRAFFIC	51%
ADMINISTRATION TRANSPORTATION	10%
IN-CHECKING	59%
CUSTOMS	9%
FREIGHT SECTION	82%
PACKING AND CRATING	8%
PERSONAL PROPERTY SECTION, INBOUND	11%
PERSONAL PROPERTY SECTION, OUTBOUND	9%

VEHICLES OPERATED

4K FORKLIFTS	79%
6K FORKLIFTS	66%
10K FORKLIFTS	66%
15K FORKLIFTS	37%
TRACTOR-TRAILERS	25%
GENERAL PURPOSE VEHICLES	74%
WAREHOUSE TUGS	51%

EQUIPMENT USED

DOLLIES	46%
HOISTS/HIGH LIFT TRUCKS	17%
HYDRAULIC PALLET JACKS	58%
KEYPUNCH MACHINE	65%
LABELING EQUIPMENT	28%
MANUAL PALLET TRUCKS	33%
PALLETS	72%
SCALES, PORTABLE	27%
SCALES, POSTAL	28%
SCALES, WAREHOUSE	43%
SECURITY CABINETS/VAULTS	36%
SKIDS	56%
STENCIL MACHINES	29%
STRAPPING COILS/BANDING MACHINE	30%
TELETYPEWRITERS	13%
TYPEWRITERS	78%

IA. FREIGHT SHIPPERS (GRP212)

NUMBER IN GROUP: 152

PERCENT OF SAMPLE: 8%

MAJOR COMMAND DISTRIBUTION: SAC (23%), USAFE (20%), TAC (20%), MAC (15%),
ATC (8%), PACAF (5%)

LOCATION: CONUS (69%), OVERSEAS (31%)

DAFSC DISTRIBUTION: 60154 (1%), 60250 (1%), 60231 (9%), 60251 (82%),
60271 (7%), NO REPLY (1%)

AVERAGE GRADE: 3.9

JOB DIFFICULTY INDEX: 15.5

AVERAGE TIME IN CAREER FIELD: 51 MONTHS

AVERAGE TIME IN SERVICE: 58 MONTHS

PERCENT MEMBERS IN FIRST ENLISTMENT: 54%

AMOUNT OF SUPERVISION: 18% SUPERVISE AN AVERAGE OF 4 INDIVIDUALS

EXPRESSED JOB INTEREST: DULL (10%), SO-SO (20%), INTERESTING (69%),
NOT REPORTED (1%)

PERCEIVED UTILIZATION OF TALENTS: LITTLE OR NOT AT ALL 22%
FAIRLY WELL OR BETTER 77%
NOT REPORTED 1%

PERCEIVED UTILIZATION OF TRAINING: LITTLE OR NOT AT ALL 15%
FAIRLY WELL OR BETTER 82%
NOT REPORTED 3%

AVERAGE NUMBER OF TASKS PERFORMED: 86

GROUP DIFFERENTIATING TASKS:

TASKS

- I1 ASSIGN OR CLASSIFY SHIPMENT COMPATIBILITY OR MODE OF TRANSPORTATION
- I2 ASSIGN HANDLING, ROUTING, OR TIME REQUIREMENTS FOR SHIPMENT OR ARRIVAL
- I11 DETERMINE SIZE AND TYPE OF MOTOR CARRIER EQUIPMENT NEEDED
- L3 INSPECT CARRIERS' EQUIPMENT PRIOR TO LOADING OR AFTER UNLOADING
- M2 ARRANGE FOR DELIVERY OR DISTRIBUTION OF FREIGHT

TIME SPENT ON DUTIES:

DUTY

AVERAGE TIME SPENT BY ALL MEMBERS

L	LOADING AND UNLOADING SHIPMENTS	12
I	PLANNING FREIGHT SHIPMENTS	12
Q	MAINTAINING FACILITIES, EQUIPMENT, AND WORK AREAS	10
K	ROUTING FREIGHT SHIPMENTS	10
M	RECEIVING SHIPMENTS	9
F	PREPARING DOCUMENTATION AND RECORDS	8

IB. SHIPPING AND RECEIVING NCOIC'S (GRP418)

NUMBER IN GROUP: 57

PERCENT OF SAMPLE: 3%

MAJOR COMMAND DISTRIBUTION: USAFE (18%), SAC (18%), TAC (16%), MAC (14%),
PACAF (12%), ADCOM (9%)

LOCATION: CONUS (65%), OVERSEAS (35%)

DAFSC DISTRIBUTION: 60174 (2%), 60251 (49%), 60271 (49%)

AVERAGE GRADE: 5.2

JOB DIFFICULTY INDEX: 22.5

AVERAGE TIME IN CAREER FIELD: 123 MONTHS

AVERAGE TIME IN SERVICE: 137 MONTHS

PERCENT MEMBERS IN FIRST ENLISTMENT: 7%

AMOUNT OF SUPERVISION: 83% SUPERVISE AN AVERAGE OF 5 INDIVIDUALS

EXPRESSED JOB INTEREST: DULL (10%), SO-SO (7%), INTERESTING (83%)

PERCEIVED UTILIZATION OF TALENTS: LITTLE OR NOT AT ALL 12%
FAIRLY WELL OR BETTER 85%
NOT REPORTED 3%

PERCEIVED UTILIZATION OF TRAINING: LITTLE OR NOT AT ALL 9%
FAIRLY WELL OR BETTER 89%
NOT REPORTED 2%

AVERAGE NUMBER OF TASKS PERFORMED: 167

GROUP DIFFERENTIATING TASKS:

TASKS

B3 ASSIGN PERSONNEL TO SPECIFIC WORK TASKS
B31 SUPERVISE FREIGHT TRAFFIC SPECIALISTS (AFSC 60251)
C35 REVIEW MOVEMENT OR ROUTING OF FREIGHT OTHER THAN CLASSIFIED
G2 COORDINATE DELIVERY AND UNLOADING OF MILITARY FREIGHT
I5 CONVERT EQUIPMENT AND MATERIALS IDENTITIES TO FREIGHT NOMENCLATURE
L2 INSPECT BLOCKING, BRACING, OR DISTRIBUTION OF LOADS

TIME SPENT ON DUTIES:

DUTY

AVERAGE TIME SPENT BY ALL MEMBERS

C	EVALUATING UNIT OPERATIONS	14
B	DIRECTING AND IMPLEMENTING	13
E	PERFORMING UNIT ADMINISTRATION AND SUPPLY FUNCTIONS	10
A	PLANNING AND ORGANIZING	7
L	LOADING AND UNLOADING SHIPMENTS	7
I	PLANNING FREIGHT SHIPMENTS	7

IC. FREIGHT RECEIVERS (GRP302)

NUMBER IN GROUP: 92

PERCENT OF SAMPLE: 5%

MAJOR COMMAND DISTRIBUTION: MAC (58%), USAFE (12%), PACAF (9%), TAC (9%),
SAC (7%)

LOCATION: CONUS (69%), OVERSEAS (31%)

DAFSC DISTRIBUTION: 60231 (19%), 60251 (80%), 60271 (1%)

AVERAGE GRADE: 3.5

JOB DIFFICULTY INDEX: 8.9

AVERAGE TIME IN CAREER FIELD: 37 MONTHS

AVERAGE TIME IN SERVICE: 43 MONTHS

PERCENT MEMBERS IN FIRST ENLISTMENT: 67%

AMOUNT OF SUPERVISION: 12% SUPERVISE AN AVERAGE OF 3 INDIVIDUALS

EXPRESSED JOB INTEREST: DULL (21%), SO-SO (33%), INTERESTING (43%),
NOT REPORTED (3%)

PERCEIVED UTILIZATION OF TALENTS: LITTLE OR NOT AT ALL 42%
FAIRLY WELL OR BETTER 55%
NOT REPORTED 3%

PERCEIVED UTILIZATION OF TRAINING: LITTLE OR NOT AT ALL 43%
FAIRLY WELL OR BETTER 54%
NOT REPORTED 3%

AVERAGE NUMBER OF TASKS PERFORMED: 37

GROUP DIFFERENTIATING TASKS:

TASKS

L9 LOAD OR UNLOAD CLASSIFIED FREIGHT
L10 LOAD OR UNLOAD GENERAL FREIGHT
L12 LOAD OR UNLOAD PERSONAL PROPERTY
M3 CERTIFY OR SIGN FOR SHIPMENTS RECEIVED
M11 SEGREGATE FREIGHT FOR ON-BASE ACTIVITIES
P1 OPERATE 4K FORKLIFTS

TIME SPENT ON DUTIES:

DUTY

AVERAGE TIME SPENT BY ALL MEMBERS

L	LOADING AND UNLOADING SHIPMENTS	21
Q	MAINTAINING FACILITIES, EQUIPMENT, AND WORK AREAS	20
M	RECEIVING SHIPMENTS	18
P	OPERATING VEHICLES	14

ID. INBOUND DOCUMENTATION CLERKS (GRP293)

NUMBER IN GROUP: 25

PERCENT OF SAMPLE: 1%

MAJOR COMMAND DISTRIBUTION: SAC (28%), MAC (20%), USAF (16%), ATC (16%),
TAC (12%)

LOCATION: CONUS (80%), OVERSEAS (20%)

DAFSC DISTRIBUTION: 60231 (8%), 60251 (88%), 60271 (4%)

AVERAGE GRADE: 3.5

JOB DIFFICULTY INDEX: 11.1

AVERAGE TIME IN CAREER FIELD: 38 MONTHS

AVERAGE TIME IN SERVICE: 41 MONTHS

PERCENT MEMBERS IN FIRST ENLISTMENT: 78%

AMOUNT OF SUPERVISION: 8% SUPERVISE AN AVERAGE OF 2 INDIVIDUALS

EXPRESSED JOB INTEREST: DULL (8%), SO-SO (24%), INTERESTING (60%),
NOT REPORTED (8%)

PERCEIVED UTILIZATION OF TALENTS: LITTLE OR NOT AT ALL 28%
FAIRLY WELL OR BETTER 60%
NOT REPORTED 12%

PERCEIVED UTILIZATION OF TRAINING: LITTLE OR NOT AT ALL 32%
FAIRLY WELL OR BETTER 56%
NOT REPORTED 12%

AVERAGE NUMBER OF TASKS PERFORMED: 53

GROUP DIFFERENTIATING TASKS:

TASKS

- F12 MAINTAIN GOVERNMENT BILL OF LADING REGISTER-INBOUND FORMS (AF FORM 1334)
- G14 TRACE OR EXPEDITE MOVEMENT OR DELIVERY OF MILITARY FREIGHT
- M1 REVIEW SHIPPING DOCUMENTS TO DETERMINE NATURE OR QUANTITY OF
INBOUND SHIPMENTS
- M4 COMPLETE INTRANSIT DATA CARD FORMS (DD FORM 1384-1) FOR INBOUND
SHIPMENTS
- M7 MATCH CARRIERS' FREIGHT WAY BILLS WITH MEMORANDUM COPIES OF GBLS

TIME SPENT ON DUTIES:

DUTY

AVERAGE TIME SPENT BY ALL MEMBERS

M	RECEIVING SHIPMENTS	18
Q	MAINTAINING FACILITIES, EQUIPMENT, AND WORK AREAS	15
F	PREPARING DOCUMENTATION AND RECORDS	13
E	PERFORMING UNIT ADMINISTRATION AND SUPPLY FUNCTIONS	12
L	LOADING AND UNLOADING SHIPMENTS	10

IE. LOADERS (GRP243)

NUMBER IN GROUP: 24 PERCENT OF SAMPLE: 1%

MAJOR COMMAND DISTRIBUTION: MAC (46%), PACAF (25%), TAC (13%), USAFE (8%)

LOCATION: CONUS (63%), OVERSEAS (37%)

DAFSC DISTRIBUTION: 60154 (4%), 60231 (17%), 60251 (79%)

AVERAGE GRADE: 3.5 JOB DIFFICULTY INDEX: 6.9

AVERAGE TIME IN CAREER FIELD: 39 MONTHS

AVERAGE TIME IN SERVICE: 40 MONTHS

PERCENT MEMBERS IN FIRST ENLISTMENT: 67%

AMOUNT OF SUPERVISION: 1 INDIVIDUAL SUPERVISES 3 AIRMEN

EXPRESSED JOB INTEREST: DULL (37%), SO-SO (13%), INTERESTING (50%)

PERCEIVED UTILIZATION OF TALENTS: LITTLE OR NOT AT ALL 42%
FAIRLY WELL OR BETTER 58%

PERCEIVED UTILIZATION OF TRAINING: LITTLE OR NOT AT ALL 50%
FAIRLY WELL OR BETTER 50%

AVERAGE NUMBER OF TASKS PERFORMED: 20

GROUP DIFFERENTIATING TASKS:

TASKS

L10 LOAD OR UNLOAD GENERAL FREIGHT
L14 PICK UP OR DELIVER FREIGHT
P3 OPERATE 10K FORKLIFTS
P5 OPERATE TRACTOR-TRAILERS

TIME SPENT ON DUTIES:

DUTY

AVERAGE TIME SPENT
BY ALL MEMBERS

P	OPERATING VEHICLES	28
Q	MAINTAINING FACILITIES, EQUIPMENT, AND WORK AREAS	24
L	LOADING AND UNLOADING SHIPMENTS	23

IF. SHIPMENT PLANNERS (GRP129)

NUMBER IN GROUP: 21

PERCENT OF SAMPLE: 1%

MAJOR COMMAND DISTRIBUTION: MAC (24%), TAC (24%), PACAF (14%), SAC (14%),
ATC (10%), USAF (5%)

LOCATION: CONUS (81%), OVERSEAS (19%)

DAFSC DISTRIBUTION: 60231 (14%), 60251 (76%), 60271 (10%)

AVERAGE GRADE: 3.4

JOB DIFFICULTY INDEX: 11.5

AVERAGE TIME IN CAREER FIELD: 37 MONTHS

AVERAGE TIME IN SERVICE: 39 MONTHS

PERCENT MEMBERS IN FIRST ENLISTMENT: 52%

AMOUNT OF SUPERVISION: 2 INDIVIDUALS SUPERVISE 1 PERSON EACH

EXPRESSED JOB INTEREST: DULL (14%), SO-SO (43%), INTERESTING (43%)

PERCEIVED UTILIZATION OF TALENTS: LITTLE OR NOT AT ALL 48%
FAIRLY WELL OR BETTER 52%

PERCEIVED UTILIZATION OF TRAINING: LITTLE OR NOT AT ALL 19%
FAIRLY WELL OR BETTER 81%

AVERAGE NUMBER OF TASKS PERFORMED: 39

GROUP DIFFERENTIATING TASKS:

TASKS

I19 SELECT MODES OF TRANSPORTATION TO MEET FREIGHT SHIPPING REQUIREMENTS
K9 ROUTE FREIGHT BY AIR
K10 ROUTE FREIGHT BY AIR PARCEL POST
K11 ROUTE FREIGHT BY BUS PACKAGE SERVICE
K12 ROUTE FREIGHT BY COMMERCIAL MOTOR CARRIER

TIME SPENT ON DUTIES:

DUTY

AVERAGE TIME SPENT
BY ALL MEMBERS

K	ROUTING FREIGHT SHIPMENTS	25
I	PLANNING FREIGHT SHIPMENTS	17
Q	MAINTAINING FACILITIES, EQUIPMENT, AND WORK AREAS	8
F	PREPARING DOCUMENTATION AND RECORDS	8
E	PERFORMING UNIT ADMINISTRATION AND SUPPLY FUNCTIONS	8

CLUSTER II: CRATING AND PACKAGING PERSONNEL (GRP075)

NUMBER IN GROUP: 324

PERCENT OF SAMPLE: 18%

MAJOR COMMAND DISTRIBUTION: SAC (28%), USAFE (18%), TAC (17%), MAC (12%),
AFLC (6%), ATC (5%), PACAF (5%)

LOCATION: CONUS (70%), OVERSEAS (30%)

DAFSC DISTRIBUTION: 60134 (17%), 60154 (66%), 60174 (10%), 60250 (1%),
60231 (1%), 60251 (2%), 60271 (1%), NO REPLY (2%)

AVERAGE GRADE: 3.8

JOB DIFFICULTY INDEX: 12.6

AVERAGE TIME IN CAREER FIELD: 48 MONTHS

AVERAGE TIME IN SERVICE: 63 MONTHS

PERCENT MEMBERS IN FIRST ENLISTMENT: 60%

AMOUNT OF SUPERVISION: 25% SUPERVISE AN AVERAGE OF 4 INDIVIDUALS

EXPRESSED JOB INTEREST: DULL (25%), SO-SO (23%), INTERESTING (49%),
NOT REPORTED (3%)

PERCEIVED UTILIZATION OF TALENTS: LITTLE OR NOT AT ALL 39%
FAIRLY WELL OR BETTER 58%
NOT REPORTED 3%

PERCEIVED UTILIZATION OF TRAINING: LITTLE OR NOT AT ALL 24%
FAIRLY WELL OR BETTER 73%
NOT REPORTED 3%

AVERAGE NUMBER OF TASKS PERFORMED: 65

GROUP DIFFERENTIATING TASKS:

TASKS

H3 ASSEMBLE REUSABLE BOXES, CRATES, OR SHIPPING CONTAINERS
H6 CONSOLIDATE SHIPMENTS PACKED OR CRATED IN SPECIFIED UNITS
H15 IDENTIFY, MARK, OR LABEL SHIPMENTS OTHER THAN CLASSIFIED OR
HAZARDOUS CARGO SHIPMENTS
H28 PACK OR CRATE AIR FREIGHT
H49 SIGN IN CARGO FOR PACKING, CRATING, OR SHIPMENT
H52 WEIGH FREIGHT OR CARGO

TIME SPENT ON DUTIES:

DUTY

AVERAGE TIME SPENT
BY ALL MEMBERS

H	PACKING AND CRATING	50
Q	MAINTAINING FACILITIES, EQUIPMENT, AND WORK AREAS	17

GRP075 (CONTINUED)

SPECIAL DESCRIPTION

DUTY SECTION ASSIGNED

ADMINISTRATION PACKING AND CRATING	36%
IN-CHECKING	23%
CUSTOMS	13%
FREIGHT SECTION	8%
PACKING AND CRATING SECTION	93%

VEHICLES OPERATED

4K FORKLIFTS	50%
6K FORKLIFTS	45%
10K FORKLIFTS	38%
15K FORKLIFTS	21%
GENERAL PURPOSE VEHICLES	55%
WAREHOUSE TUGS	19%

EQUIPMENT USED

CONVEYORS	32%
DOLLIES	57%
DRILL PRESSES	41%
DRILLS, PORTABLE ELECTRIC	74%
FOAM-IN-PLACE EQUIPMENT	43%
HOISTS/HIGH LIFT TRUCKS	16%
HYDRAULIC PALLET JACKS	57%
KEYPUNCH MACHINES	11%
LABELING EQUIPMENT	57%
MANUAL PALLET TRUCKS	35%
PALLETS	82%
PNEUMATIC NAILERS	24%
POWER SAWS	87%
SCALES, PORTABLE	76%
SCALES, POSTAL	62%
SCALES, WAREHOUSE	83%
SEALERS AND STRETCHERS	65%
SECURITY CABINETS/VAULTS	39%
SKIDS	83%
STENCIL MACHINES	87%
STRAPPING COILS/BANDING MACHINE	90%
SURFACE GRINDERS	26%
TYPEWRITERS	73%

IIA. CRATING AND PACKAGING NCOIC'S (GRP327)

NUMBER IN GROUP: 75

PERCENT OF SAMPLE: 4%

MAJOR COMMAND DISTRIBUTION: SAC (27%), USAFE (24%), MAC (15%), TAC (9%),
USAFSS (8%)

LOCATION: CONUS (52%), OVERSEAS (47%), NOT REPORTED (1%)

DAFSC DISTRIBUTION: 60134 (3%), 60154 (59%), 60174 (37%), 60271 (1%)

AVERAGE GRADE: 5.1

JOB DIFFICULTY INDEX: 18.7

AVERAGE TIME IN CAREER FIELD: 93 MONTHS

AVERAGE TIME IN SERVICE: 129 MONTHS

PERCENT MEMBERS IN FIRST ENLISTMENT: 15%

AMOUNT OF SUPERVISION: 73% SUPERVISE AN AVERAGE OF 5 INDIVIDUALS

EXPRESSED JOB INTEREST: DULL (12%), SO-SO (11%), INTERESTING (74%),
NOT REPORTED (3%)

PERCEIVED UTILIZATION OF TALENTS: LITTLE OR NOT AT ALL 21%
FAIRLY WELL OR BETTER 76%
NOT REPORTED 3%

PERCEIVED UTILIZATION OF TRAINING: LITTLE OR NOT AT ALL 19%
FAIRLY WELL OR BETTER 80%
NOT REPORTED 1%

AVERAGE NUMBER OF TASKS PERFORMED: 118

GROUP DIFFERENTIATING TASKS:

TASKS

- B5 ASSIGN WORK PRIORITIES
- B32 SUPERVISE PACKAGING SPECIALISTS (AFSC 60154)
- H1 ANALYZE OR INTERPRET TRANSPORTATION PACKAGING ORDERS (TPOS)
- H20 LAYOUT OR FABRICATE BOXES, CRATES, OR SHIPPING CONTAINERS
- H43 RESEARCH MILITARY STANDARDS OR TECHNICAL PUBLICATIONS FOR PACKING
AND CRATING SPECIFICATIONS SUCH AS TPOS

TIME SPENT ON DUTIES:

DUTY

AVERAGE TIME SPENT BY ALL MEMBERS

H	PACKING AND CRATING	32
B	DIRECTING AND IMPLEMENTING	13
Q	MAINTAINING FACILITIES, EQUIPMENT, AND WORK AREAS	9
E	PERFORMING UNIT ADMINISTRATION AND SUPPLY FUNCTIONS	8
C	EVALUATING UNIT OPERATIONS	8

IIB. CRATERS AND PACKERS (GRP233)

NUMBER IN GROUP: 221

PERCENT OF SAMPLE: 12%

MAJOR COMMAND DISTRIBUTION: SAC (30%), TAC (21%), USAF (16%), MAC (10%),
ATC (7%), AFLC (5%)

LOCATION: CONUS (76%), OVERSEAS (24%)

DAFSC DISTRIBUTION: 60134 (23%), 60154 (72%), NO REPLY (5%)

AVERAGE GRADE: 3.4

JOB DIFFICULTY INDEX: 10.9

AVERAGE TIME IN CAREER FIELD: 32 MONTHS

AVERAGE TIME IN SERVICE: 39 MONTHS

PERCENT MEMBERS IN FIRST ENLISTMENT: 78%

AMOUNT OF SUPERVISION: 9% SUPERVISE AN AVERAGE OF 4 INDIVIDUALS

EXPRESSED JOB INTEREST: DULL (29%), SO-SO (25%), INTERESTING (42%),
NOT REPORTED (4%)

PERCEIVED UTILIZATION OF TALENTS: LITTLE OR NOT AT ALL 34%
FAIRLY WELL OR BETTER 63%
NOT REPORTED 3%

PERCEIVED UTILIZATION OF TRAINING: LITTLE OR NOT AT ALL 24%
FAIRLY WELL OR BETTER 73%
NOT REPORTED 3%

AVERAGE NUMBER OF TASKS PERFORMED: 52

GROUP DIFFERENTIATING TASKS:

TASKS

H4 BRACE SURFACE SHIPMENTS
H11 FIT OR SECURE BRACES, PROPS, OR SPACERS TO TIE DOWN FREIGHT
FOR MOVEMENT
H19 KNOCK DOWN BOXES OR CRATES FOR SALVAGE OR STORAGE
H34 PALLETIZE CARGO
H42 REPAIR OR RESTORE REUSABLE CONTAINERS
Q3 CLEAN TOOLS OR EQUIPMENT

TIME SPENT ON DUTIES:

DUTY

AVERAGE TIME SPENT
BY ALL MEMBERS

H	PACKING AND CRATING	58
Q	MAINTAINING FACILITIES, EQUIPMENT, AND WORK AREAS	20

CLUSTER III: SUPERVISORY AND MANAGEMENT PERSONNEL (GRP040)

NUMBER IN GROUP: 294

PERCENT OF SAMPLE: 16%

MAJOR COMMAND DISTRIBUTION: MAC (22%), USAF (19%), PACAF (15%), SAC (13%),
TAC (11%), ATC (8%)

LOCATION: CONUS (57%), OVERSEAS (43%)

DAFSC DISTRIBUTION: 60154 (2%), 60174 (4%), 60250 (16%), 60251 (13%),
60271 (51%), 60291 (12%), NOT REPORTED (2%)

AVERAGE GRADE: 5.9

JOB DIFFICULTY INDEX: 17.4

AVERAGE TIME IN CAREER FIELD: 142 MONTHS

AVERAGE TIME IN SERVICE: 167 MONTHS

PERCENT MEMBERS IN FIRST ENLISTMENT: 4%

AMOUNT OF SUPERVISION: 79% SUPERVISE AN AVERAGE OF 6 INDIVIDUALS

EXPRESSED JOB INTEREST: DULL (5%), SO-SO (12%), INTERESTING (80%),
NOT REPORTED (3%)

PERCEIVED UTILIZATION OF TALENTS: LITTLE OR NOT AT ALL 11%
FAIRLY WELL OR BETTER 87%
NOT REPORTED 2%

PERCEIVED UTILIZATION OF TRAINING: LITTLE OR NOT AT ALL 14%
FAIRLY WELL OR BETTER 85%
NOT REPORTED 1%

AVERAGE NUMBER OF TASKS PERFORMED: 83

GROUP DIFFERENTIATING TASKS:

TASKS

A24 PREPARE OR UPDATE LOCAL POLICY DIRECTIVES OR OFFICE INSTRUCTIONS (OIS)
B17 IMPLEMENT OR FOLLOW UP ON QUALITY CONTROL PROGRAMS
B20 INTERPRET POLICIES, DIRECTIVES, OR PROCEDURES FOR SUBORDINATES
C1 CONDUCT PERIODIC INSPECTIONS OF TRAFFIC MANAGEMENT FACILITIES OR WORK AREAS
C45 WORK TECHNICAL PROBLEMS
E5 DRAFT REPORTS

TIME SPENT ON DUTIES:

DUTY

AVERAGE TIME SPENT
BY ALL MEMBERS

B	DIRECTING AND IMPLEMENTING	21
C	EVALUATING UNIT OPERATIONS	19
A	PLANNING AND ORGANIZING	12
E	PERFORMING UNIT ADMINISTRATION AND SUPPLY FUNCTIONS	11
D	TRAINING	10

GRP040 (CONTINUED)

SPECIAL DESCRIPTION

DUTY SECTION ASSIGNED

ADMINISTRATION FREIGHT TRAFFIC	17%
ADMINISTRATION PACKING AND CRATING	6%
ADMINISTRATION TRANSPORTATION	33%
IN-CHECKING	9%
CUSTOMS	16%
FREIGHT SECTION	17%
PACKING AND CRATING SECTION	6%
PASSENGER SECTION, COMMERCIAL AIR	20%
PASSENGER SECTION, MILITARY AIR	17%
PASSENGER SECTION, OTHER THAN AIR	12%
PERSONAL PROPERTY SECTION, INBOUND	25%
PERSONAL PROPERTY SECTION, OUTBOUND	29%
PERSONAL PROPERTY SECTION, NON TEMPORARY STORAGE	11%
PERSONAL PROPERTY SECTION, QUALITY CONTROL	22%

EQUIPMENT USED

NONE	23%
DOLLIES	10%
HYDRAULIC PALLET JACKS	12%
KEYPUNCH MACHINE	33%
PALLETS	17%
PROJECTORS	14%
SCALES, PORTABLE	12%
SCALES, WAREHOUSE	14%
SECURITY CABINETS/VAULTS	20%
SKIDS	10%
TELETYPEWRITERS	12%
TYPEWRITERS	67%

VEHICLES OPERATED

4K FORKLIFTS	16%
6K FORKLIFTS	14%
15K FORKLIFTS	12%
GENERAL PURPOSE VEHICLES	34%

IIIA. NCOIC, TRAFFIC MANAGEMENT OFFICE (GRP286)

NUMBER IN GROUP: 100 PERCENT OF SAMPLE: 6%

MAJOR COMMAND DISTRIBUTION: MAC (23%), USAFE (20%), TAC (12%), PACAF (12%),
SAC (10%), ATC (8%)

LOCATION: CONUS (55%), OVERSEAS (44%), NOT REPORTED (1%)

DAFSC DISTRIBUTION: 60174 (8%), 60251 (7%), 60271 (57%), 60291 (28%)

AVERAGE GRADE: 6.6 JOB DIFFICULTY INDEX: 18.6

AVERAGE TIME IN CAREER FIELD: 173 MONTHS

AVERAGE TIME IN SERVICE: 207 MONTHS

PERCENT MEMBERS IN FIRST ENLISTMENT: 0%

AMOUNT OF SUPERVISION: 91% SUPERVISE AN AVERAGE OF 6 INDIVIDUALS

EXPRESSED JOB INTEREST: DULL (4%), SO-SO (5%), INTERESTING (87%),
NOT REPORTED (4%)

PERCEIVED UTILIZATION OF TALENTS: LITTLE OR NOT AT ALL 7%
FAIRLY WELL OR BETTER 89%
NOT REPORTED 4%

PERCEIVED UTILIZATION OF TRAINING: LITTLE OR NOT AT ALL 12%
FAIRLY WELL OR BETTER 86%
NOT REPORTED 2%

AVERAGE NUMBER OF TASKS PERFORMED: 86

GROUP DIFFERENTIATING TASKS:

TASKS

A11 PLAN FOR REPLACEMENT OF PERSONNEL
B2 ASSIGN PERSONNEL TO DUTY POSITIONS
B9 CONDUCT POLICY MEETINGS
C29 REVIEW OR FOLLOW UP ON UNIT INSPECTION REPORTS
C38 REVIEW, RATE, OR INDORSE APRS, SPECIAL AWARDS, OR PERSONNEL ACTIONS

TIME SPENT ON DUTIES:

<u>DUTY</u>	<u>AVERAGE TIME SPENT BY ALL MEMBERS</u>
C EVALUATING UNIT OPERATIONS	26
B DIRECTING AND IMPLEMENTING	25
A PLANNING AND ORGANIZING	17
E PERFORMING UNIT ADMINISTRATION AND SUPPLY FUNCTIONS	10

IIIB. PERSONAL PROPERTY NCOIC'S (GRP624)

NUMBER IN GROUP: 29 PERCENT OF SAMPLE: 2%

MAJOR COMMAND DISTRIBUTION: SAC (28%), TAC (24%), USAFE (24%), MAC (7%),
PACAF (7%), USAFSS (7%)

LOCATION: CONUS (62%), OVERSEAS (38%)

DAFSC DISTRIBUTION: 60250 (31%), 60251 (3%), 60271 (66%)

AVERAGE GRADE: 5.6 JOB DIFFICULTY INDEX: 19.9

AVERAGE TIME IN CAREER FIELD: 143 MONTHS

AVERAGE TIME IN SERVICE: 154 MONTHS

PERCENT MEMBERS IN FIRST ENLISTMENT: 0%

AMOUNT OF SUPERVISION: 97% SUPERVISE AN AVERAGE OF 6 INDIVIDUALS

EXPRESSED JOB INTEREST: DULL (10%), SO-SO (3%), INTERESTING (84%),
NOT REPORTED (3%)

PERCEIVED UTILIZATION OF TALENTS: LITTLE OR NOT AT ALL 10%
FAIRLY WELL OR BETTER 90%

PERCEIVED UTILIZATION OF TRAINING: LITTLE OR NOT AT ALL 3%
FAIRLY WELL OR BETTER 97%

AVERAGE NUMBER OF TASKS PERFORMED: 108

GROUP DIFFERENTIATING TASKS:

TASKS

B7 CONDUCT ORIENTATIONS OR BRIEFINGS

B8 COUNSEL PERSONNEL ON WORK PERFORMANCE

E3 DRAFT CORRESPONDENCE

N2 CERTIFY THE COSTS OF ACCESSORIAL SERVICES

N36 REVIEW CARRIER SERVICE, PACKING, CRATING, AND STORAGE CONTRACTS
OR AGREEMENTS

N45 VERIFY ACCURACY OF STATEMENT OF ACCESSORIAL SERVICES PERFORMED
FORMS (DD FORM 619/619-1)

TIME SPENT ON DUTIES:

DUTY

AVERAGE TIME SPENT BY ALL MEMBERS

N	PERFORMING PERSONAL PROPERTY SHIPMENT AND RECEIPT FUNCTIONS	19
B	DIRECTING AND IMPLEMENTING	18
C	EVALUATING UNIT OPERATIONS	16
E	PERFORMING UNIT ADMINISTRATION AND SUPPLY FUNCTIONS	12
A	PLANNING AND ORGANIZING	10

IIIC. PASSENGER MOVEMENT AND PERSONAL PROPERTY NCOIC'S (GRP700)

NUMBER IN GROUP: 20

PERCENT OF SAMPLE: 1%

MAJOR COMMAND DISTRIBUTION: SAC (35%), USAFE (30%), ATC (10%), PACAF (10%),
TAC (10%), USAFSS (5%)

LOCATION: CONUS (45%), OVERSEAS (55%)

DAFSC DISTRIBUTION: 60250 (40%), 60271 (40%), 60291 (15%), NO REPLY (5%)

AVERAGE GRADE: 5.5

JOB DIFFICULTY INDEX: 24.6

AVERAGE TIME IN CAREER FIELD: 112 MONTHS

AVERAGE TIME IN SERVICE: 137 MONTHS

PERCENT MEMBERS IN FIRST ENLISTMENT: 15%

AMOUNT OF SUPERVISION: 65% SUPERVISE AN AVERAGE OF 5 INDIVIDUALS

EXPRESSED JOB INTEREST: DULL (0%), SO-SO (15%), INTERESTING (85%)

PERCEIVED UTILIZATION OF TALENTS: LITTLE OR NOT AT ALL 5%
FAIRLY WELL OR BETTER 95%

PERCEIVED UTILIZATION OF TRAINING: LITTLE OR NOT AT ALL 0%
FAIRLY WELL OR BETTER 100%

AVERAGE NUMBER OF TASKS PERFORMED: 207

GROUP DIFFERENTIATING TASKS:

TASKS

- A8 PLAN COMMERCIAL CONTRACT REQUIREMENTS
- B1 ASSIGN OR CONTROL SPACE FOR MATERIEL OR PERSONNEL
- C4 EVALUATE CARRIER FACILITIES AND EQUIPMENT
- C37 REVIEW PASSENGER MOVEMENT OR ROUTING
- E22 MAINTAIN TARIFFS FOR HOUSEHOLD GOODS MOVEMENT
- F7 COMPUTE OR DOCUMENT EXCESS TRANSPORTATION COSTS
- N46 VERIFY DIFFERENCES IN WEIGHT BETWEEN UNLOADED AND LOADED VANS

TIME SPENT ON DUTIES:

DUTY

AVERAGE TIME SPENT BY ALL MEMBERS

N	PERFORMING PERSONAL PROPERTY SHIPMENT AND RECEIPT FUNCTIONS	15
C	EVALUATING UNIT OPERATIONS	15
B	DIRECTING AND IMPLEMENTING	12
E	PERFORMING UNIT ADMINISTRATION AND SUPPLY FUNCTIONS	12
F	PREPARING DOCUMENTATION AND RECORDS	10
A	PLANNING AND ORGANIZING	10
O	PERFORMING PASSENGER MOVEMENT FUNCTIONS	7

IIID. PASSENGER MOVEMENT NCOIC'S (GRP374)

NUMBER IN GROUP: 21

PERCENT OF SAMPLE: 1%

MAJOR COMMAND DISTRIBUTION: MAC (48%), USAFE (24%), PACAF (19%), SAC (5%),
TAC (5%)

LOCATION: CONUS (33%), OVERSEAS (67%)

DAFSC DISTRIBUTION: 60250 (62%), 60271 (29%), 60291 (5%), NO REPLY (4%)

AVERAGE GRADE: 5.4

JOB DIFFICULTY INDEX: 17.8

AVERAGE TIME IN CAREER FIELD: 122 MONTHS

AVERAGE TIME IN SERVICE: 149 MONTHS

PERCENT MEMBERS IN FIRST ENLISTMENT: 0%

AMOUNT OF SUPERVISION: 86% SUPERVISE AN AVERAGE OF 5 INDIVIDUALS

EXPRESSED JOB INTEREST: DULL (0%), SO-SO (10%), INTERESTING (90%)

PERCEIVED UTILIZATION OF TALENTS: LITTLE OR NOT AT ALL 10%
FAIRLY WELL OR BETTER 90%

PERCEIVED UTILIZATION OF TRAINING: LITTLE OR NOT AT ALL 10%
FAIRLY WELL OR BETTER 90%

AVERAGE NUMBER OF TASKS PERFORMED: 88

GROUP DIFFERENTIATING TASKS:

TASKS

B22 PREPARE DUTY ROSTERS

B29 SUPERVISE APPRENTICE PASSENGER AND HOUSEHOLD GOODS SPECIALISTS
(AFSC 60230)

C42 WORK ADMINISTRATIVE PROBLEMS

01 ARRANGE FOR PORT CALLS

03 COMPUTE COST COMPARISONS OF MAC VS CATEGORY Z TRAVEL

024 PROCESS APPLICATIONS FOR DELAY-IN-ROUTE OR CIRCUITOUS TRAVEL

TIME SPENT ON DUTIES:

DUTY

AVERAGE TIME SPENT BY ALL MEMBERS

O	PERFORMING PASSENGER MOVEMENT FUNCTIONS	24
B	DIRECTING AND IMPLEMENTING	18
C	EVALUATING UNIT OPERATIONS	14
E	PERFORMING UNIT ADMINISTRATION AND SUPPLY FUNCTIONS	12
D	TRAINING	10

IIIE. OJT SUPERVISORS (GRP187)

NUMBER IN GROUP: 31

PERCENT OF SAMPLE: 2%

MAJOR COMMAND DISTRIBUTION: MAC (36%), USAFE (26%), ATC (10%), PACAF (10%),
SAC (7%), TAC (7%)

LOCATION: CONUS (55%), OVERSEAS (45%)

DAFSC DISTRIBUTION: 60250 (3%), 60251 (48%), 60271 (42%), NO REPLY (7%)

AVERAGE GRADE: 5.3

JOB DIFFICULTY INDEX: 15.8

AVERAGE TIME IN CAREER FIELD: 128 MONTHS

AVERAGE TIME IN SERVICE: 137 MONTHS

PERCENT MEMBERS IN FIRST ENLISTMENT: 3%

AMOUNT OF SUPERVISION: 87% SUPERVISE AN AVERAGE OF 5 INDIVIDUALS

EXPRESSED JOB INTEREST: DULL (3%), SO-SO (26%), INTERESTING (68%),
NOT REPORTED (3%)

PERCEIVED UTILIZATION OF TALENTS: LITTLE OR NOT AT ALL 23%
FAIRLY WELL OR BETTER 74%
NOT REPORTED 3%

PERCEIVED UTILIZATION OF TRAINING: LITTLE OR NOT AT ALL 26%
FAIRLY WELL OR BETTER 74%

AVERAGE NUMBER OF TASKS PERFORMED: 71

GROUP DIFFERENTIATING TASKS:

TASKS

B3 ASSIGN PERSONNEL TO SPECIFIC WORK TASKS
B27 SUPERVISE APPRENTICE FREIGHT TRAFFIC SPECIALISTS (AFSC 60231)
C26 INSPECT TRAINING RECORDS
D8 CONDUCT ON-THE-JOB TRAINING (OJT)
D29 MAINTAIN ON-THE-JOB TRAINING RECORD FORMS (AF FORM 623)

TIME SPENT ON DUTIES:

DUTY

AVERAGE TIME SPENT BY ALL MEMBERS

B	DIRECTING AND IMPLEMENTING	22
D	TRAINING	14
C	EVALUATING UNIT OPERATIONS	13
A	PLANNING AND ORGANIZING	9
E	PERFORMING UNIT ADMINISTRATION AND SUPPLY FUNCTIONS	7

IIIF. WING AND NAF TRAFFIC MANAGEMENT SUPERVISORS (GRP152)

NUMBER IN GROUP: 13

PERCENT OF SAMPLE: 1%

MAJOR COMMAND DISTRIBUTION: PACAF (31%), USAF (23%), MAC (23%),
HQ USAF (8%), SAC (8%), USAFSS (8%)

LOCATION: CONUS (31%), OVERSEAS (69%)

DAFSC DISTRIBUTION: 60251 (23%), 60271 (46%), 60291 (31%)

AVERAGE GRADE: 6.6

JOB DIFFICULTY INDEX: 14.8

AVERAGE TIME IN CAREER FIELD: 173 MONTHS

AVERAGE TIME IN SERVICE: 185 MONTHS

PERCENT MEMBERS IN FIRST ENLISTMENT: 8%

AMOUNT OF SUPERVISION: 15% SUPERVISE AN AVERAGE OF 2 INDIVIDUALS

EXPRESSED JOB INTEREST: DULL (0%), SO-SO (0%), INTERESTING (92%),
NOT REPORTED (8%)

PERCEIVED UTILIZATION OF TALENTS: LITTLE OR NOT AT ALL 8%
FAIRLY WELL OR BETTER 92%

PERCEIVED UTILIZATION OF TRAINING: LITTLE OR NOT AT ALL 8%
FAIRLY WELL OR BETTER 92%

AVERAGE NUMBER OF TASKS PERFORMED: 44

GROUP DIFFERENTIATING TASKS:

TASKS

- A3 DEVELOP INSPECTION AND EVALUATION PROGRAMS FOR TRAFFIC MANAGEMENT
FUNCTIONS
- A4 ESTABLISH COMMUNICATIONS BETWEEN WORK CENTERS AND STAFF AGENCIES
- C6 EVALUATE CUSTOMS PROGRAMS
- C8 EVALUATE FREIGHT MOVEMENT SERVICES
- C9 EVALUATE PASSENGER TRANSPORTATION SERVICES

TIME SPENT ON DUTIES:

DUTY

AVERAGE TIME SPENT
BY ALL MEMBERS

C	EVALUATING UNIT OPERATIONS	34
E	PERFORMING UNIT ADMINISTRATION AND SUPPLY FUNCTIONS	19
A	PLANNING AND ORGANIZING	14
B	DIRECTING AND IMPLEMENTING	11

CLUSTER IV: CUSTOMS AND QUALITY CONTROL INSPECTORS (GRP055)

NUMBER IN GROUP: 99

PERCENT OF SAMPLE: 5%

MAJOR COMMAND DISTRIBUTION: PACAF (25%), TAC (18%), SAC (14%), MAC (10%),
USAFSS (8%), USAFE (5%)

LOCATION: CONUS (53%), OVERSEAS (47%)

DAFSC DISTRIBUTION: 60231 (5%), 60250 (76%), 60251 (8%), 60271 (9%),
NO REPLY (2%)

AVERAGE GRADE: 4.3

JOB DIFFICULTY INDEX: 9.9

AVERAGE TIME IN CAREER FIELD: 65 MONTHS

AVERAGE TIME IN SERVICE: 77 MONTHS

PERCENT MEMBERS IN FIRST ENLISTMENT: 31%

AMOUNT OF SUPERVISION: 15% SUPERVISE AN AVERAGE OF 2 INDIVIDUALS

EXPRESSED JOB INTEREST: DULL (11%), SO-SO (20%), INTERESTING (66%),
NOT REPORTED (3%)

PERCEIVED UTILIZATION OF TALENTS: LITTLE OR NOT AT ALL 33%
FAIRLY WELL OR BETTER 64%
NOT REPORTED 3%

PERCEIVED UTILIZATION OF TRAINING: LITTLE OR NOT AT ALL 27%
FAIRLY WELL OR BETTER 72%
NOT REPORTED 1%

AVERAGE NUMBER OF TASKS PERFORMED: 27

GROUP DIFFERENTIATING TASKS:

TASKS

C20 INSPECT DAMAGED PERSONAL PROPERTY SHIPMENTS
C21 INSPECT PERSONAL PROPERTY SHIPMENTS AT DESTINATION
C22 INSPECT PERSONAL PROPERTY SHIPMENTS AT ORIGIN
L8 INSPECT PACKING OR CRATING OF HOUSEHOLD GOODS
N20 PREPARE OR DISTRIBUTE REPORT OF CARRIER SERVICES, PERSONAL PROPERTY
SHIPMENT FORMS (DD FORM 1780)

TIME SPENT ON DUTIES:

DUTY

AVERAGE TIME SPENT
BY ALL MEMBERS

C	EVALUATING UNIT OPERATIONS	25
N	PERFORMING PERSONAL PROPERTY SHIPMENT AND RECEIPT FUNCTIONS	17
F	PREPARING DOCUMENTATION AND RECORDS	11
Q	MAINTAINING FACILITIES, EQUIPMENT, AND WORK AREAS	11
E	PERFORMING UNIT ADMINISTRATION AND SUPPLY FUNCTIONS	10

A 21

GRP055 (CONTINUED)

SPECIAL DESCRIPTION

DUTY SECTION ASSIGNED

ADMINISTRATION TRANSPORTATION	8%
CUSTOMS	36%
PERSONAL PROPERTY SECTION, INBOUND	8%
PERSONAL PROPERTY SECTION, OUTBOUND	11%
PERSONAL PROPERTY SECTION, QUALITY CONTROL	78%

EQUIPMENT USED

KEYPUNCH MACHINE	26%
SCALES, WAREHOUSE	17%
TYPEWRITERS	79%

VEHICLES OPERATED

GENERAL PURPOSE VEHICLES	64%
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IVA. CUSTOMS INSPECTORS (GRP193)

NUMBER IN GROUP: 25 PERCENT OF SAMPLE: 1%

MAJOR COMMAND DISTRIBUTION: PACAF (52%), USAFSS (18%), TAC (12%), MAC (8%)

LOCATION: CONUS (20%), OVERSEAS (80%)

DAFSC DISTRIBUTION: 60230 (4%), 60250 (80%), 60251 (8%), 60271 (8%)

AVERAGE GRADE: 4.4 JOB DIFFICULTY INDEX: 7.3

AVERAGE TIME IN CAREER FIELD: 69 MONTHS

AVERAGE TIME IN SERVICE: 85 MONTHS

PERCENT MEMBERS IN FIRST ENLISTMENT: 28%

AMOUNT OF SUPERVISION: 12% SUPERVISE AN AVERAGE OF 2 INDIVIDUALS

EXPRESSED JOB INTEREST: DULL (20%), SO-SO (20%), INTERESTING (56%),
NOT REPORTED (4%)

PERCEIVED UTILIZATION OF TALENTS: LITTLE OR NOT AT ALL 48%
FAIRLY WELL OR BETTER 52%

PERCEIVED UTILIZATION OF TRAINING: LITTLE OR NOT AT ALL 32%
FAIRLY WELL OR BETTER 68%

AVERAGE NUMBER OF TASKS PERFORMED: 16

GROUP DIFFERENTIATING TASKS:

TASKS

C22 INSPECT PERSONAL PROPERTY SHIPMENTS AT ORIGIN
F22 PREPARE CUSTOMS FORMS
L8 INSPECT PACKING OR CRATING OF HOUSEHOLD GOODS
N48 WITNESS REWEIGHS OF PERSONAL PROPERTY SHIPMENTS

TIME SPENT ON DUTIES:

DUTY

AVERAGE TIME SPENT BY ALL MEMBERS

C	EVALUATING UNIT OPERATIONS	25
Q	MAINTAINING FACILITIES, EQUIPMENT, AND WORK AREAS	18
N	PERFORMING PERSONAL PROPERTY SHIPMENT AND RECEIPT FUNCTIONS	15
F	PREPARING DOCUMENTATION AND RECORDS	12
L	LOADING AND UNLOADING SHIPMENTS	9

IVB. PERSONAL PROPERTY QUALITY CONTROL INSPECTORS (GRP160)

NUMBER IN GROUP: 55

PERCENT OF SAMPLE: 3%

MAJOR COMMAND DISTRIBUTION: TAC (26%), SAC (18%), MAC (13%), USAFE (7%),
USAFSS (7%), PACAF (7%), ATC (6%)

LOCATION: CONUS (67%), OVERSEAS (33%)

DAFSC DISTRIBUTION: 60230 (6%), 60250 (71%), 60251 (11%), 60271 (11%),
NO REPLY (1%)

AVERAGE GRADE: 4.3

JOB DIFFICULTY INDEX: 11.2

AVERAGE TIME IN CAREER FIELD: 65 MONTHS

AVERAGE TIME IN SERVICE: 75 MONTHS

PERCENT MEMBERS IN FIRST ENLISTMENT: 35%

AMOUNT OF SUPERVISION: 16% SUPERVISE AN AVERAGE OF 2 INDIVIDUALS

EXPRESSED JOB INTEREST: DULL (8%), SO-SO (15%), INTERESTING (75%),
NOT REPORTED (2%)

PERCEIVED UTILIZATION OF TALENTS: LITTLE OR NOT AT ALL 27%
FAIRLY WELL OR BETTER 69%
NOT REPORTED 4%

PERCEIVED UTILIZATION OF TRAINING: LITTLE OR NOT AT ALL 16%
FAIRLY WELL OR BETTER 84%

AVERAGE NUMBER OF TASKS PERFORMED: 37

GROUP DIFFERENTIATING TASKS:

TASKS

C5 EVALUATE CARRIER SERVICES
E14 MAINTAIN FILES OF CARRIER TENDERS OF SERVICE
F25 PREPARE PERSONAL PROPERTY LOSS AND DAMAGE REPORTS
N21 PREPARE OR ISSUE LETTERS OF WARNING OR SUSPENSION AGAINST COMMERCIAL CARRIERS
N25 PREPARE INPUTS OR MAINTAIN RECORDS FOR THE CARRIER EVALUATION
REPORTING SYSTEM (CERS)

TIME SPENT ON DUTIES:

<u>DUTY</u>	<u>AVERAGE TIME SPENT BY ALL MEMBERS</u>
C EVALUATING UNIT OPERATIONS	21
N PERFORMING PERSONAL PROPERTY SHIPMENT AND RECEIPT FUNCTIONS	19
E PERFORMING UNIT ADMINISTRATION AND SUPPLY FUNCTIONS	13
F PREPARING DOCUMENTATION AND RECORDS	12
Q MAINTAINING FACILITIES, EQUIPMENT, AND WORK AREAS	10

CLUSTER V: FACILITY MAINTAINERS (GRP066)

NUMBER IN GROUP: 94

PERCENT OF SAMPLE: 5%

MAJOR COMMAND DISTRIBUTION: MAC (42%), SAC (19%), USAF (14%), ATC (6%),
TAC (5%)

LOCATION: CONUS (78%), OVERSEAS (22%)

DAFSC DISTRIBUTION: 60154 (5%), 60230 (9%), 60250 (36%), 60231 (13%),
60251 (33%), 60271 (2%), NO REPLY (2%)

AVERAGE GRADE: 3.4

JOB DIFFICULTY INDEX: 5.5

AVERAGE TIME IN CAREER FIELD: 37 MONTHS

AVERAGE TIME IN SERVICE: 40 MONTHS

PERCENT MEMBERS IN FIRST ENLISTMENT: 78%

AMOUNT OF SUPERVISION: 8% SUPERVISE AN AVERAGE OF 3 INDIVIDUALS

EXPRESSED JOB INTEREST: DULL (27%), SO-SO (17%), INTERESTING (55%),
NOT REPORTED (1%)

PERCEIVED UTILIZATION OF TALENTS: LITTLE OR NOT AT ALL 49%
FAIRLY WELL OR BETTER 50%
NOT REPORTED 1%

PERCEIVED UTILIZATION OF TRAINING: LITTLE OR NOT AT ALL 40%
FAIRLY WELL OR BETTER 59%
NOT REPORTED 1%

AVERAGE NUMBER OF TASKS PERFORMED: 18

GROUP DIFFERENTIATING TASKS:

TASKS

- E32 TYPE LABELS OR FORMS
- F23 PREPARE GOVERNMENT BILLS OF LADING (GBLS)
- Q2 CLEAN IMMEDIATE WORK AREAS
- Q6 MOP, WAX, OR POLISH FLOORS
- Q13 REMOVE OR DISPOSE OF TRASH, WASTE, OR MATERIALS

TIME SPENT ON DUTIES:

DUTY

AVERAGE TIME SPENT BY ALL MEMBERS

Q	MAINTAINING FACILITIES, EQUIPMENT, AND WORK AREAS	39
F	PREPARING DOCUMENTATION AND RECORDS	12
E	PERFORMING UNIT ADMINISTRATION AND SUPPLY FUNCTIONS	11
N	PERFORMING PERSONAL PROPERTY SHIPMENT AND RECEIPT FUNCTIONS	8

GRP066 (CONTINUED)

SPECIAL DESCRIPTION

DUTY SECTION ASSIGNED

ADMINISTRATION FREIGHT TRAFFIC	23%
ADMINISTRATION TRANSPORTATION	6%
IN-CHECKING	11%
FREIGHT SECTION	28%
PERSONAL PROPERTY SECTION, INBOUND	17%
PERSONAL PROPERTY SECTION, OUTBOUND	37%

EQUIPMENT USED

KEYPUNCH MACHINE	28%
PALLETS	16%
SECURITY CABINETS/VAULTS	11%
SKIDS	15%
TELETYPEWRITERS	11%
TYPEWRITERS	69%

VEHICLES OPERATED

4K FORKLIFTS	12%
GENERAL PURPOSE VEHICLES	12%

CLUSTER VI: PASSENGER AND PERSONAL PROPERTY PERSONNEL (GRP048)

NUMBER IN GROUP: 342 PERCENT OF SAMPLE: 19%

MAJOR COMMAND DISTRIBUTION: SAC (23%), MAC (16%), USAFE (14%), TAC (13%),
ATC (11%), PACAF (9%)

LOCATION: CONUS (71%), OVERSEAS (29%)

DAFSC DISTRIBUTION: 60230 (13%), 60250 (72%), 60231 (1%), 60251 (5%),
60271 (8%), 60154 (1%)

AVERAGE GRADE: 3.9 JOB DIFFICULTY INDEX: 12.1

AVERAGE TIME IN CAREER FIELD: 51 MONTHS

AVERAGE TIME IN SERVICE: 57 MONTHS

PERCENT MEMBERS IN FIRST ENLISTMENT: 56%

AMOUNT OF SUPERVISION: 15% SUPERVISE AN AVERAGE OF 3 INDIVIDUALS

EXPRESSED JOB INTEREST: DULL (10%), SO-SO (17%), INTERESTING (70%),
NOT REPORTED (3%)

PERCEIVED UTILIZATION OF TALENTS: LITTLE OR NOT AT ALL 27%
FAIRLY WELL OR BETTER 70%
NOT REPORTED 3%

PERCEIVED UTILIZATION OF TRAINING: LITTLE OR NOT AT ALL 14%
FAIRLY WELL OR BETTER 82%
NOT REPORTED 4%

AVERAGE NUMBER OF TASKS PERFORMED: 46

GROUP DIFFERENTIATING TASKS:

TASKS

E7 ESTABLISH OR MAINTAIN MEMBERS' CASE FILES
F16 MAINTAIN SHIPPING RECORDS OR DOCUMENTS
G15 TRACE OR EXPEDITE MOVEMENT OR DELIVERY OF PERSONAL PROPERTY
N5 COMPUTE TOTAL ACCOMPANIED BAGGAGE WEIGHT ALLOWANCE
N29 PREPARE OR REVIEW APPLICATION FOR SHIPMENT AND/OR STORAGE OF PERSONAL
PROPERTY FORMS (DD FORM 1299)

TIME SPENT ON DUTIES:

DUTY

AVERAGE TIME SPENT
BY ALL MEMBERS

N	PERFORMING PERSONAL PROPERTY SHIPMENT AND RECEIPT FUNCTIONS	36
F	PREPARING DOCUMENTATION AND RECORDS	14
E	PERFORMING UNIT ADMINISTRATION AND SUPPLY FUNCTIONS	11
Q	MAINTAINING FACILITIES, EQUIPMENT, AND WORK AREAS	10
G	SCHEDULING SHIPMENTS	7
O	PERFORMING PASSENGER MOVEMENT FUNCTIONS	5

GRP048 (CONTINUED)

SPECIAL DESCRIPTION

DUTY SECTION ASSIGNED

ADMINISTRATION TRANSPORTATION	22%
IN-CHECKING	6%
CUSTOMS	10%
PASSENGER SECTION, COMMERCIAL AIR	21%
PASSENGER SECTION, MILITARY AIR	18%
PASSENGER SECTION, OTHER THAN AIR	10%
PERSONAL PROPERTY SECTION, INBOUND	50%
PERSONAL PROPERTY SECTION, OUTBOUND	64%
PERSONAL PROPERTY SECTION, NON TEMPORARY STORAGE	12%
PERSONAL PROPERTY SECTION, QUALITY CONTROL	19%

EQUIPMENT USED

KEYPUNCH MACHINE	39%
SCALES, WAREHOUSE	12%
SECURITY CABINETS/VAULTS	20%
TELETYPEWRITERS	12%
TYPEWRITERS	92%

VEHICLES OPERATED

GENERAL PURPOSE VEHICLES	19%
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VIA. PASSENGER AND PERSONAL PROPERTY CLERKS (GRP172)

NUMBER IN GROUP: 103

PERCENT OF SAMPLE: 6%

MAJOR COMMAND DISTRIBUTION: SAC (31%), ATC (16%), USAFE (14%), TAC (12%),
PACAF (7%), MAC (6%), USAFSS (6%)

LOCATION: CONUS (67%), OVERSEAS (33%)

DAFSC DISTRIBUTION: 60154 (1%), 60230 (11%), 60250 (76%), 60251 (3%),
60271 (9%)

AVERAGE GRADE: 4.0

JOB DIFFICULTY INDEX: 16.0

AVERAGE TIME IN CAREER FIELD: 55 MONTHS

AVERAGE TIME IN SERVICE: 62 MONTHS

PERCENT MEMBERS IN FIRST ENLISTMENT: 52%

AMOUNT OF SUPERVISION: 15% SUPERVISE AN AVERAGE OF 2 INDIVIDUALS

EXPRESSED JOB INTEREST: DULL (8%), SO-SO (14%), INTERESTING (75%),
NOT REPORTED (3%)

PERCEIVED UTILIZATION OF TALENTS: LITTLE OR NOT AT ALL 20%
FAIRLY WELL OR BETTER 76%
NOT REPORTED 4%

PERCEIVED UTILIZATION OF TRAINING: LITTLE OR NOT AT ALL 11%
FAIRLY WELL OR BETTER 85%
NOT REPORTED 4%

AVERAGE NUMBER OF TASKS PERFORMED: 84

GROUP DIFFERENTIATING TASKS:

TASKS

- F17 MAINTAIN TONNAGE ROSTERS
- N3 COMPUTE COSTS OF COMMERCIAL TRANSPORTATION OF PERSONAL PROPERTY MOVEMENTS
- N32 PREPARE RECEIPT FOR UNUSED TRANSPORTATION REQUEST AND/OR TICKETS
INCLUDING UNUSED MEAL TICKETS FORMS (DD FORMS 730)
- N39 SCHEDULE PICKUP OF HOUSEHOLD GOODS, BAGGAGE, OR MOBILE HOMES
- N41 SELECT MODES OF TRANSPORTATION FOR SHIPMENTS OF PERSONAL PROPERTY
- O7 ISSUE TRANSPORTATION REQUESTS FOR COMMERCIAL CARRIER SERVICE

TIME SPENT ON DUTIES:

<u>DUTY</u>	<u>AVERAGE TIME SPENT BY ALL MEMBERS</u>
N PERFORMING PERSONAL PROPERTY SHIPMENT AND RECEIPT FUNCTIONS	29
F PREPARING DOCUMENTATION AND RECORDS	14
O PERFORMING PASSENGER MOVEMENT FUNCTIONS	13
E PERFORMING UNIT ADMINISTRATION AND SUPPLY FUNCTIONS	10
Q MAINTAINING FACILITIES, EQUIPMENT, AND WORK AREAS	7

VIB. INBOUND PERSONAL PROPERTY CLERKS (GRP105)

NUMBER IN GROUP: 94

PERCENT OF SAMPLE: 5%

MAJOR COMMAND DISTRIBUTION: SAC (27%), MAC (20%), TAC (16%), USAF (13%),
ATC (6%)

LOCATION: CONUS (78%), OVERSEAS (22%)

DAFSC DISTRIBUTION: 60230 (15%), 60250 (68%), 60251 (3%), 60271 (13%),
NO REPLY (1%)

AVERAGE GRADE: 4.0

JOB DIFFICULTY INDEX: 10.6

AVERAGE TIME IN CAREER FIELD: 54 MONTHS

AVERAGE TIME IN SERVICE: 62 MONTHS

PERCENT MEMBERS IN FIRST ENLISTMENT: 54%

AMOUNT OF SUPERVISION: 27% SUPERVISE AN AVERAGE OF 3 INDIVIDUALS

EXPRESSED JOB INTEREST: DULL (12%), SO-SO (19%), INTERESTING (66%),
NOT REPORTED (3%)

PERCEIVED UTILIZATION OF TALENTS: LITTLE OR NOT AT ALL 26%
FAIRLY WELL OR BETTER 72%
NOT REPORTED 2%

PERCEIVED UTILIZATION OF TRAINING: LITTLE OR NOT AT ALL 13%
FAIRLY WELL OR BETTER 84%
NOT REPORTED 3%

AVERAGE NUMBER OF TASKS PERFORMED: 36

GROUP DIFFERENTIATING TASKS:

TASKS

- G3 COORDINATE DELIVERY AND UNLOADING OF PERSONAL PROPERTY
- N18 ORDER REWEIGHS OF INBOUND SHIPMENTS BETWEEN CONUS AND OVERSEAS
- N23 PREPARE CERTIFICATIONS FOR ADDITIONAL TEMPORARY STORAGE OF PERSONAL
PROPERTY
- N35 RECEIVE OR COORDINATE INCOMING PERSONAL PROPERTY SHIPMENTS WITH OWNERS
- N38 SCHEDULE DELIVERY OF HOUSEHOLD GOODS, BAGGAGE, OR MOBILE HOMES

TIME SPENT ON DUTIES:

DUTY

AVERAGE TIME SPENT BY ALL MEMBERS

N	PERFORMING PERSONAL PROPERTY SHIPMENT AND RECEIPT FUNCTIONS	41
Q	MAINTAINING FACILITIES, EQUIPMENT, AND WORK AREAS	13
G	SCHEDULING SHIPMENTS	10
E	PERFORMING UNIT ADMINISTRATION AND SUPPLY FUNCTIONS	9
F	PREPARING DOCUMENTATION AND RECORDS	9

VIC. OUTBOUND PERSONAL PROPERTY CLERKS (GRP104)

NUMBER IN GROUP: 63

PERCENT OF SAMPLE: 3%

MAJOR COMMAND DISTRIBUTION: MAC (24%), USAFE (22%), SAC (13%), TAC (11%),
ATC (6%), AFSC (5%), PACAF (5%)

LOCATION: CONUS (73%), OVERSEAS (27%)

DAFSC DISTRIBUTION: 60230 (19%), 60250 (59%), 60231 (3%), 60251 (16%),
60271 (3%)

AVERAGE GRADE: 3.7

JOB DIFFICULTY INDEX: 10.2

AVERAGE TIME IN CAREER FIELD: 49 MONTHS

AVERAGE TIME IN SERVICE: 54 MONTHS

PERCENT MEMBERS IN FIRST ENLISTMENT: 59%

AMOUNT OF SUPERVISION: 9% SUPERVISE AN AVERAGE OF 4 INDIVIDUALS

EXPRESSED JOB INTEREST: DULL (11%), SO-SO (18%), INTERESTING (65%),
NOT REPORTED (6%)

PERCEIVED UTILIZATION OF TALENTS: LITTLE OR NOT AT ALL 22%
FAIRLY WELL OR BETTER 73%
NOT REPORTED 5%

PERCEIVED UTILIZATION OF TRAINING: LITTLE OR NOT AT ALL 18%
FAIRLY WELL OR BETTER 77%
NOT REPORTED 5%

AVERAGE NUMBER OF TASKS PERFORMED: 28

GROUP DIFFERENTIATING TASKS:

TASKS

F13 MAINTAIN GOVERNMENT BILL OF LADING REGISTER-OUTBOUND FORMS (AF FORM 1335)

F23 PREPARE GOVERNMENT BILLS OF LADING (GBLS)

F26 PREPARE TRANSPORTATION CONTROL AND MOVEMENT DOCUMENT (TCMD) FORMS
(DD FORM 1384)

J4 PREPARE MILITARY SHIPPING LABELS, TAGS, OR TABS

N22 PREPARE CASH COLLECTION VOUCHER FORMS (DD FORM 1131) OR COLLECT EXCESS
CHARGES FOR PERSONAL PROPERTY

TIME SPENT ON DUTIES:

DUTY

AVERAGE TIME SPENT
BY ALL MEMBERS

F	PREPARING DOCUMENTATION AND RECORDS	27
N	PERFORMING PERSONAL PROPERTY SHIPMENT AND RECEIPT FUNCTIONS	22
E	PERFORMING UNIT ADMINISTRATION AND SUPPLY FUNCTIONS	18
Q	MAINTAINING FACILITIES, EQUIPMENT, AND WORK AREAS	10
G	SCHEDULING SHIPMENTS	6

VID. OUTBOUND PERSONAL PROPERTY COUNSELORS (GRP115)

NUMBER IN GROUP: 59

PERCENT OF SAMPLE: 3%

MAJOR COMMAND DISTRIBUTION: PACAF (24%), MAC (15%), TAC (14%), USAFE (14%),
ATC (14%), SAC (10%)

LOCATION: CONUS (58%), OVERSEAS (42%)

DAFSC DISTRIBUTION: 60154 (2%), 60230 (7%), 60250 (85%), 60231 (2%),
60251 (2%), 60271 (2%)

AVERAGE GRADE: 3.7

JOB DIFFICULTY INDEX: 9.9

AVERAGE TIME IN CAREER FIELD: 41 MONTHS

AVERAGE TIME IN SERVICE: 46 MONTHS

PERCENT MEMBERS IN FIRST ENLISTMENT: 61%

AMOUNT OF SUPERVISION: 3% SUPERVISE AN AVERAGE OF 2 INDIVIDUALS

EXPRESSED JOB INTEREST: DULL (10%), SO-SO (20%), INTERESTING (68%),
NOT REPORTED (2%)

PERCEIVED UTILIZATION OF TALENTS: LITTLE OR NOT AT ALL 41%
FAIRLY WELL OR BETTER 57%
NOT REPORTED 2%

PERCEIVED UTILIZATION OF TRAINING: LITTLE OR NOT AT ALL 15%
FAIRLY WELL OR BETTER 80%
NOT REPORTED 5%

AVERAGE NUMBER OF TASKS PERFORMED: 22

GROUP DIFFERENTIATING TASKS:

TASKS

- N1 ARRANGE FOR THE PREPARATION OF UNACCOMPANIED BAGGAGE SHIPMENTS
- N9 COUNSEL PERSONNEL ON SHIPMENTS OF PERSONAL PROPERTY USING CHECKLIST
- N11 ESTIMATE WEIGHT OF PERSONAL PROPERTY SHIPMENTS
- N24 PREPARE DOCUMENTATION FOR DO-IT-YOURSELF MOVES
- N37 REVIEW SPECIAL FORMS FOR SHIPMENTS SUCH AS POWERS OF ATTORNEY

TIME SPENT ON DUTIES:

<u>DUTY</u>	<u>AVERAGE TIME SPENT BY ALL MEMBERS</u>
N PERFORMING PERSONAL PROPERTY SHIPMENT AND RECEIPT FUNCTIONS	56
Q MAINTAINING FACILITIES, EQUIPMENT, AND WORK AREAS	13
F PREPARING DOCUMENTATION AND RECORDS	8
E PERFORMING UNIT ADMINISTRATION AND SUPPLY FUNCTIONS	6
G SCHEDULING SHIPMENTS	6

CLUSTER VII: PASSENGER TRAVEL CLERKS (GRP271)

NUMBER IN GROUP: 102

PERCENT OF SAMPLE: 6%

MAJOR COMMAND DISTRIBUTION: MAC (28%), SAC (19%), USAFE (13%), PACAF (12%),
TAC (9%), AFSC (7%), ATC (6%)

LOCATION: CONUS (67%), OVERSEAS (33%)

DAFSC DISTRIBUTION: 60230 (12%), 60250 (74%), 60251 (3%), 60271 (9%),
NO REPLY (2%)

AVERAGE GRADE: 4.0

JOB DIFFICULTY INDEX: 12.3

AVERAGE TIME IN CAREER FIELD: 52 MONTHS

AVERAGE TIME IN SERVICE: 58 MONTHS

PERCENT MEMBERS IN FIRST ENLISTMENT: 53%

AMOUNT OF SUPERVISION: 13% SUPERVISE AN AVERAGE OF 2 INDIVIDUALS

EXPRESSED JOB INTEREST: DULL (6%), SO-SO (11%), INTERESTING (81%),
NOT REPORTED (2%)

PERCEIVED UTILIZATION OF TALENTS: LITTLE OR NOT AT ALL 17%
FAIRLY WELL OR BETTER 80%
NOT REPORTED 3%

PERCEIVED UTILIZATION OF TRAINING: LITTLE OR NOT AT ALL 7%
FAIRLY WELL OR BETTER 90%
NOT REPORTED 3%

AVERAGE NUMBER OF TASKS PERFORMED: 38

GROUP DIFFERENTIATING TASKS:

TASKS

- E2 DISPOSE OF ACCOUNTABLE FORMS, TICKETS, OR MEAL TICKETS
- F14 MAINTAIN GOVERNMENT TRANSPORTATION REQUEST AND MEAL TICKET REGISTER
FORMS (AF FORM 1332)
- O4 COUNSEL PERSONNEL ON ENTITLEMENTS AND RESPONSIBILITIES WHEN TRAVELING
ON GOVERNMENT-FURNISHED TRANSPORTATION
- O5 DETERMINE MODE OR CLASS OF TRAVEL FOR PASSENGERS
- O6 ISSUE MAC TRANSPORTATION AUTHORIZATION FORMS (DD FORM 1482)
- O8 MAKE COMMERCIAL TRAVEL RESERVATIONS
- O19 REVIEW OFFICIAL TRAVEL ORDERS FOR ACCURACY AND COMPLETENESS

TIME SPENT ON DUTIES:

DUTY

AVERAGE TIME SPENT
BY ALL MEMBERS

O	PERFORMING PASSENGER MOVEMENT FUNCTIONS	58
E	PERFORMING UNIT ADMINISTRATION AND SUPPLY FUNCTIONS	11
F	PREPARING DOCUMENTATION AND RECORDS	10
Q	MAINTAINING FACILITIES, EQUIPMENT, AND WORK AREAS	7

GRP271 (CONTINUED)

SPECIAL DESCRIPTION

DUTY SECTION ASSIGNED

ADMINISTRATION TRANSPORTATION	19%
PASSENGER SECTION, COMMERCIAL AIR	87%
PASSENGER SECTION, MILITARY AIR	71%
PASSENGER SECTION, OTHER THAN AIR	44%
PERSONAL PROPERTY SECTION, INBOUND	10%
PERSONAL PROPERTY SECTION, OUTBOUND	11%

EQUIPMENT USED

KEYPUNCH MACHINE	52%
SECURITY CABINETS/VAULTS	24%
TELETYPEWRITERS	13%
TYPEWRITERS	98%

APPENDIX B

**DISTINGUISHING AND REPRESENTATIVE TASKS FOR MEMBERS IN
AFSCs 601X4, 602X0, AND 602X1**

TABLE I

TASKS WHICH BEST DISTINGUISH BETWEEN THE JOB PERFORMANCE OF 60134 AND 60154 PERSONNEL
(PERCENT MEMBERS PERFORMING)

TASK	DAFSC 60134	DAFSC 60154	DIFFERENCE
H31 PACK OR CRATE MOTOR SHIPMENTS	86	66	+20
H6 CONSOLIDATE SHIPMENTS PACKED OR CRATED IN SPECIFIED UNITS	97	78	+19
H26 PACKAGE FOR DISPATCH BY US POSTAL SERVICE	77	60	+17
H15 IDENTIFY, MARK, OR LABEL SHIPMENTS OTHER THAN CLASSIFIED OR HAZARDOUS CARGO SHIPMENTS	94	77	+17
H29 PACK OR CRATE BUS SHIPMENTS	60	43	+17
P3 OPERATE 10K FORKLIFTS	12	39	-27
P6 OPERATE GENERAL PURPOSE VEHICLES SUCH AS PICKUP OR 1½ TON TRUCK	31	55	-24
P1 OPERATE 4K FORKLIFTS	27	49	-22
B3 ASSIGN PERSONNEL TO SPECIFIC WORK TASKS	9	29	-20
B28 SUPERVISE APPRENTICE PACKAGING SPECIALISTS (AFSC 60134)	5	24	-19
D14 COUNSEL ON-THE-JOB TRAINEES	3	21	-18
E29 TRAVEL TO OR FROM LOCATIONS OUTSIDE WORK CENTERS OR SECTIONS	10	27	-17
B8 COUNSEL PERSONNEL ON WORK PERFORMANCE	5	22	-17

TABLE II

TASKS WHICH BEST DISTINGUISH BETWEEN THE JOB PERFORMANCE OF 60154 AND 60174 PERSONNEL
(PERCENT MEMBERS PERFORMING)

TASK	DAFSC 60154	DAFSC 60174	DIFFERENCE
H26 PACKAGE FOR DISPATCH BY US POSTAL SERVICE	60	35	+25
H29 PACK OR CRATE FOR BUS SHIPMENTS	43	18	+25
H34 PALLETIZE CARGO	62	37	+25
H6 CONSOLIDATE SHIPMENTS PACKED OR CRATED IN SPECIFIED UNITS	78	54	+24
H25 PACKAGE FOR DISPATCH BY COURIER SERVICES	40	17	+23
H52 WEIGH FREIGHT OR CARGO	73	50	+23
B10 COUNSEL PERSONNEL ON PERSONAL PROBLEMS	18	74	-56
B8 COUNSEL PERSONNEL ON WORK PERFORMANCE	22	72	-50
C10 EVALUATE PERFORMANCE OF AIRMEN OR INITIATE PERFORMANCE REPORTS (APRS) OR PERSONNEL ACTIONS	18	67	-49
D29 MAINTAIN ON-THE-JOB TRAINING RECORD FORMS (AF FORM 623)	19	65	-46
B20 INTERPRET POLICIES, DIRECTIVES, OR PROCEDURES FOR SUBORDINATES	15	59	-44
C38 REVIEW, RATE, OR INDORSE APRS, SPECIAL AWARDS, OR PERSONNEL ACTIONS	11	54	-43
A14 PLAN ON-THE-JOB TRAINING (OJT) PROGRAMS	13	54	-41

TABLE III

TASKS WHICH BEST DISTINGUISH BETWEEN THE JOB PERFORMANCE OF 60250 AND 60271 PERSONNEL
(PERCENT MEMBERS PERFORMING)

TASK	DAFSC 60250	DAFSC 60271	DIFFERENCE
C10 EVALUATE PERFORMANCE OF AIRMEN OR INITIATE PERFORMANCE REPORTS (APRS) OR PERSONNEL ACTIONS	16	69	-53
B8 COUNSEL PERSONNEL ON WORK PERFORMANCE	19	70	-51
B20 INTERPRET POLICIES, DIRECTIVES, OR PROCEDURES FOR SUBORDINATES	16	66	-50
B10 COUNSEL PERSONNEL ON PERSONAL PROBLEMS	17	66	-49
B3 ASSIGN PERSONNEL TO SPECIFIC WORK TASKS	19	67	-48
A28 SCHEDULE LEAVES	12	60	-48
A24 PREPARE OR UPDATE LOCAL POLICY DIRECTIVES OR OFFICE INSTRUCTIONS (OIS)	8	55	-47
B26 RESEARCH DIRECTIVES FOR GUIDANCE	17	64	-47
B2 ASSIGN PERSONNEL TO DUTY POSITIONS	9	55	-46
D29 MAINTAIN ON-THE-JOB TRAINING RECORD FORMS (AF FORM 623)	15	59	-44
B6 ATTEND POLICY MEETINGS OR BRIEFINGS	19	63	-44
B16 IMPLEMENT OR FOLLOW UP ON ON-THE-JOB TRAINING (OJT) PROGRAMS	12	56	-44
B5 ASSIGN WORK PRIORITIES	15	59	-44
C28 PROOFREAD CORRESPONDENCE OR REPORTS	13	57	-44

TABLE IV

TASKS WHICH BEST DISTINGUISH BETWEEN THE JOB PERFORMANCE OF 60251 AND 60271 PERSONNEL
(PERCENT MEMBERS PERFORMING)

TASK	DAFSC 60251	DAFSC 60271	DIFFERENCE
L10 LOAD OR UNLOAD GENERAL FREIGHT	68	21	+47
P1 OPERATE 4K FORKLIFTS	66	23	+43
M3 CERTIFY OR SIGN FOR SHIPMENTS RECEIVED	61	21	+40
L11 LOAD OR UNLOAD HAZARDOUS FREIGHT	57	17	+40
M6 INSPECT INCOMING CARGO FOR SHORTAGES, OVERAGES, OR DAMAGES AND COMPLETE INCHECKERS' TALLY SHEETS	57	19	+38
P3 OPERATE 10K FORKLIFTS	54	21	+33
L9 LOAD OR UNLOAD CLASSIFIED FREIGHT	48	15	+33
C10 EVALUATE PERFORMANCE OF AIRMEN OR INITIATE PERFORMANCE REPORTS (APRS) OR PERSONNEL ACTIONS	18	69	-51
E3 DRAFT CORRESPONDENCE	21	70	-49
B20 INTERPRET POLICIES, DIRECTIVES, OR PROCEDURES FOR SUBORDINATES	17	66	-49
B8 COUNSEL PERSONNEL ON WORK PERFORMANCE	23	70	-47
B10 COUNSEL PERSONNEL ON PERSONAL PROBLEMS	20	66	-46
A28 SCHEDULE LEAVES	16	60	-44
B6 ATTEND POLICY MEETINGS OR BRIEFINGS	20	63	-43

TABLE V

TASKS WHICH BEST DISTINGUISH BETWEEN THE JOB PERFORMANCE OF 60174 AND 60291 PERSONNEL
(PERCENT MEMBERS PERFORMING)

TASK	DAFSC 60174	DAFSC 60291	DIFFERENCE
H3 ASSEMBLE REUSABLE BOXES, CRATES, OR SHIPPING CONTAINERS	65	0	+65
H1 ANALYZE OR INTERPRET TRANSPORTATION PACKAGING ORDERS (TPOS)	74	16	+58
H28 PACK OR CRATE AIR FREIGHT	59	3	+56
H14 IDENTIFY, MARK, OR LABEL HAZARDOUS CARGO	56	0	+56
H15 IDENTIFY, MARK, OR LABEL SHIPMENTS OTHER THAN CLASSIFIED OR HAZARDOUS CARGO SHIPMENTS	56	0	+56
H49 SIGN IN CARGO FOR PACKING, CRATING, OR SHIPMENT	56	0	+56
P2 OPERATE 6K FORKLIFTS	56	0	+56
B35 SUPERVISE TRAFFIC MANAGEMENT SUPERVISORS (AFSC 60271)	6	82	-76
A19 PLAN TRANSPORTATION REQUIREMENTS	15	84	-69
C44 WORK PERSONNEL OR MANNING PROBLEMS	26	92	-66
A3 DEVELOP INSPECTION AND EVALUATION PROGRAMS FOR TRAFFIC MANAGEMENT FUNCTIONS	18	84	-66
C9 EVALUATE PASSENGER TRANSPORTATION SERVICES	5	68	-63
A8 PLAN COMMERCIAL CONTRACT REQUIREMENTS	6	66	-60
E4 DRAFT OR PREPARE HISTORICAL DATA	24	82	-58

TABLE VI

TASKS WHICH BEST DISTINGUISH BETWEEN THE JOB PERFORMANCE OF 60271 AND 60291 PERSONNEL
(PERCENT MEMBERS PERFORMING)

TASK	DAFSC 60271	DAFSC 60291	DIFFERENCE
B35 SUPERVISE TRAFFIC MANAGEMENT SUPERVISORS (AFSC 60271)			
C44 WORK PERSONNEL OR MANNING PROBLEMS	21	82	-61
C17 EVALUATE UNIT TRAINING PROGRAMS	40	92	-52
A11 PLAN FOR REPLACEMENT OF PERSONNEL	20	71	-51
C3 EVALUATE ALERT OR EMERGENCY PROCEDURES	34	84	-50
C9 EVALUATE PASSENGER TRANSPORTATION SERVICES	14	63	-49
C18 EVALUATE UNIT WORK STANDARDS	19	68	-49
E4 DRAFT OR PREPARE HISTORICAL DATA	21	68	-47
A5 PLAN ADVANCED OR SPECIAL TRAINING REQUIREMENTS	35	82	-47
C14 EVALUATE UNIT FACILITIES AND CONDITION OF SUPPORT EQUIPMENT	37	84	-47
A4 ESTABLISH COMMUNICATIONS BETWEEN WORK CENTERS AND STAFF AGENCIES	19	66	-47
A23 PREPARE OR UPDATE FUNCTIONAL ORGANIZATIONAL CHARTS OR STATEMENTS	43	89	-46
A3 DEVELOP INSPECTION AND EVALUATION PROGRAMS FOR TRAFFIC MANAGEMENT FUNCTIONS	17	63	-46
C2 EVALUATE AIR FORCE SUGGESTIONS	39	84	-45
	34	79	-45

TABLE VII

TASKS PERFORMED BY 35 PERCENT OR MORE OF DAFSC 60250 PERSONNEL

TASK	PERCENT PERFORMING
Q2 CLEAN IMMEDIATE WORK AREAS	68
Q13 REMOVE OR DISPOSE OF TRASH, WASTE, OR MATERIALS	50
Q1 CLEAN FACILITIES	47
Q9 PERFORM ADDITIONAL DUTIES	47
N29 PREPARE OR REVIEW APPLICATION FOR SHIPMENT AND/OR STORAGE OF PERSONAL PROPERTY FORMS (DD FORM 1299)	42
E32 TYPE LABELS OR FORMS	42
G15 TRACE OR EXPEDITE MOVEMENT OR DELIVERY OF PERSONAL PROPERTY	42
N1 ARRANGE FOR THE PREPARATION OF UNACCOMPANIED BAGGAGE SHIPMENTS	41
Q6 MOP, WAX, OR POLISH FLOORS	41
E27 REPRODUCE MATERIALS USING COPY EQUIPMENT	40
E1 ACCOUNT FOR OR SAFEGUARD ACCOUNTABLE FORMS	38
N38 SCHEDULE DELIVERY OF HOUSEHOLD GOODS, BAGGAGE, OR MOBILE HOMES	36
O7 ISSUE TRANSPORTATION REQUESTS FOR COMMERCIAL CARRIER SERVICE	36
F9 KEYPUNCH DATA CARDS	36
G7 COORDINATE PICKUP AND LOADING OF PERSONAL PROPERTY WITH OWNERS OR CARRIERS	35

TABLE VIII

TASKS PERFORMED BY 50 PERCENT OR MORE OF DAFSC 60251 PERSONNEL

TASK	PERCENT PERFORMING
Q2 CLEAN IMMEDIATE WORK AREAS	86
Q1 CLEAN FACILITIES	76
Q13 REMOVE OR DISPOSE OF TRASH, WASTE, OR MATERIALS	74
L10 LOAD OR UNLOAD GENERAL FREIGHT	68
P1 OPERATE 4K FORKLIFTS	66
Q6 MOP, WAX, OR POLISH FLOORS	63
M3 CERTIFY OR SIGN FOR SHIPMENTS RECEIVED	61
P6 OPERATE GENERAL PURPOSE VEHICLES SUCH AS PICKUP OR 1½ TON TRUCK	61
M6 INSPECT INCOMING CARGO FOR SHORTAGES, OVERAGES, OR DAMAGES AND COMPLETE INCHECKERS' TALLY SHEETS	57
Q9 PERFORM ADDITIONAL DUTIES	57
L11 LOAD OR UNLOAD HAZARDOUS FREIGHT	57
P3 OPERATE 10K FORKLIFTS	55
P2 OPERATE 6K FORKLIFTS	53
L7 INSPECT LABELS, TAGS, OR MARKINGS	52
Q8 PAINT FACILITIES	52
G14 TRACE OR EXPEDITE MOVEMENT OR DELIVERY OF MILITARY FREIGHT	51